

Thursday, May 27, 2021 5:00 PM

Agenda

Morongo Basin Transit Authority

Regular Board Meeting Board of Directors

NOTICE IS HEREBY GIVEN, that the Morongo Basin Transit Authority will hold a Regular Meeting on Thursday, May 27, 2021 at Yucca Valley Town Hall, Yucca Room, 57090 Twentynine Palms Highway, Yucca Valley CA 92284.

SAFETY ALERT: MBTA encourages your participation in this meeting; however, in order to minimize the spread of the COVID-19 virus, the public will not be permitted to physically attend the MBTA Board Meeting. We ask that you join the meeting by calling #669-900-6833 Password: 195342 or by Zoom Meeting ID: 960 4578 7046 Password: 195342.

If you choose not to attend the MBTA meeting but wish to make a public comment and/or a comment on a specific agenda item, please submit your comment via email by 2 p.m. on the day of the Board Meeting to the Assistant Board Secretary at cheri@mbtabus.com. Your comments will be distributed to the MBTA Chair and every effort will be made to read your comment into the record. Comments read will be timed and limited to three minutes. All comments should be a maximum of 500 words, which corresponds to approximately three minutes of speaking time.

Directors

Daniel L Mintz Sr, Chair
Merl Abel, Vice Chair
Jeff Drozd
Ellen Jackman
Dawn Rowe (Mark Lundquist Designee)
Ben Sasnett
McArthur Wright

Officers

Mark Goodale, Board Secretary
Cheri Holsclaw, Assistant Board Secretary



MORONGO BASIN TRANSIT AUTHORITY

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, May 27, 2021 5:00PM
Yucca Valley Town Hall, Yucca Room
57090 Twentynine Palms Highway
Yucca Valley CA 92284

AGENDA

1.0 CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: Board Members: Abel, Drozd, Jackman, Lundquist, Sasnett, Wright and Chairman Mintz

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Employee of the Quarter

3.0 CLOSED SESSION

NONE

4.0 PUBLIC COMMENTS

- 4.1 This is a time for comments from the Public on any subject not on the agenda. The Brown Act prohibits the MBTA Board of Directors from responding at length to questions on matters not on the agenda. Matters may, however, be referred to staff for scheduling on a future agenda. Comment time is limited to three minutes.
- 4.2 Public comments on specific agenda items will be deferred until consideration of the item on the agenda. Comment time is limited to three minutes.

5.0 CONSENT CALENDAR—All matters listed under the Consent Calendar are to be considered routine by the MBTA Board and will be enacted by one motion in the form listed. Any item may be removed from the Consent Calendar and considered

separately by the Board under item 6.0 on the agenda. The public may comment on Consent Calendar items prior to Board action (roll call vote).

5.1 Minutes of the April 1, 2021 Special Board Meeting

Staff Recommendation: Approve Minutes

5.2 Treasurer's Report for February and March 2021

Staff Recommendation: Approve Treasurer's Reports

5.3 Warrant Register through April 30, 2021

Staff Recommendation: Approve Warrant Register

5.4 Ridership Reports

Staff Recommendation: Receive and discuss as necessary

5.5 Financial Reports

Staff Recommendation: Receive and discuss as necessary

5.6 Administration Report

Staff Recommendation: Receive and discuss as necessary

5.7 Operations Report

Staff Recommendation: Receive and discuss as necessary

5.8 Renewal of Pacific Western Bank Credit Line: Resolution 21-03

Staff Recommendation: Adopt Resolution 21-03

5.9 Resolution 21-04 to Authorize the General Manager to apply for Fiscal Years 2021/22, 2022/23 and 2023/24 Grant Funding for Capital and Operating Assistance

Staff Recommendation: Adopt Resolution 21-04

5.10 Transportation Reimbursement Escort Program (TREP) Update

Staff Recommendation: Receive and discuss as necessary

ACTION: Move _____ 2nd _____ Roll Call Vote

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND/OR PARTICIPATION AND/OR ADDED AGENDA ITEMS

7.0 OLD BUSINESS

NONE

8.0 NEW BUSINESS

8.1 Board Member Stipend

Staff Recommendation: Discuss and Provide Staff with Direction or No Action Necessary

8.2 Approval of FY 2021/22 MBTA Operating and Capital Budgets
Staff Recommendation: Conduct Public Hearing and Approve MBTA FY 2021/22 Operating, Capital and Taxicab Budgets; Authorize MBTA to Submit Transit Claim

ACTION: Move _____ 2nd _____ Roll Call Vote

8.3 CMAQ Grant Request
Staff Recommendation: Conduct Public Hearing and Approve CMAQ Grant Request in the amount of \$1,073,662 to purchase two (2) Replacement Vehicles

ACTION: Move _____ 2nd _____ Roll Call Vote

8.4 Revisions to Employee Handbook
Staff Recommendation: Approve 2021 Employee Handbook Revisions

ACTION: Move _____ 2nd _____ Roll Call Vote

8.5 Procurement PowerPoint Update
Staff Recommendation: Receive and discuss as necessary

9.0 GENERAL MANAGER UPDATE

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

11.0 **BOARD MEMBER COMMENTS** - This is the time for comments from the Board members on any subject.

12.0 **ADJOURNMENT** The next board meeting will be scheduled on Thursday, July 22, 2021 at 5:00PM, tentatively at the MBTA facility located at 62405 Verbena Road, Joshua Tree CA 92252.

All items appearing on this Agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

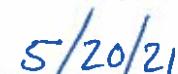
It is the intention of the Morongo Basin Transit Authority to comply with the Americans with Disabilities Act in all respects. If you have a disability and need accommodation to participate in the meeting, please call the Assistant Board Secretary at 760-366-2986 for assistance so the necessary arrangements can be made.

Any person affected by any application on this agenda may submit their concerns in writing prior to the meeting or appear in person and be heard in support or opposition to the proposal at the time the matter is considered on the agenda. All written materials relating to an agenda item to be discussed in open session of a regular meeting are distributed within 72 hours prior to the meeting and will be made available for public inspection. Documents may be viewed at 62405 Verbena Rd, Joshua Tree, CA 92252, from 8AM to 5PM Monday thru Friday, except legal holidays. Telephone inquiries may be made at 760-366-2986. If you challenge any agenda issue in court, you may be limited to raising only those issues that you or someone else raised at the public meeting described in this notice, or in written correspondence delivered to the Morongo Basin Transit Authority at, or prior to, the public meeting.

This agenda is certified to have been posted on or before May 24, 2021 at 5:00 P.M.



Cheri Holsclaw, Assistant Board Secretary



Date/Time

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 19, 2021
RE: Minutes of the April 1, 2021 Special Board Meeting

STAFF RECOMMENDATION: APPROVE MINUTES

ITEM 5.1

MORONGO BASIN TRANSIT AUTHORITY

**SPECIAL MEETING OF
THE BOARD OF DIRECTORS**

Thursday, April 1, 2021 4:00PM
Twentynine Palms City Hall
6136 Adobe Road
Twentynine Palms, CA 92277

ACTION MINUTES

1.0 CLOSED SESSION

NONE

2.0 CALL TO ORDER –Chair Mintz called the meeting to order at 4:00pm.

PLEDGE OF ALLEGIANCE – Ben Sasnett led the flag salute.

ROLL CALL - On call of the roll the following Board Members were present:
Merl Abel, Jeff Drozd, Ellen Jackman, Mark Lundquist, Ben Sasnett and Daniel L Mintz Sr.
McArthur Wright arrived at 4:14pm.

3.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

NONE

4.0 PUBLIC COMMENTS

NONE

5.0 CONSENT CALENDAR

- 5.1 Minutes of the January 28, 2021 Board Meeting
- 5.2 Treasurer's Report for December 2020 and January 2021
- 5.3 Warrant Register through February 28, 2021
- 5.4 Ridership Reports
- 5.5 Financial Reports
- 5.6 Administration Report
- 5.7 Operations Report

- 5.8 2021 Board Calendar
- 5.9 Audited Financial Report Fiscal Year Ended June 30, 2020
- 5.10 LCTOP Zero Emission Vehicle

ACTION: Board Member Abel moved to approve the Consent Calendar (items 5.1 - 5.10); seconded by Board Member Sasnett; passed by Roll Call Vote (6-0).

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSIONS AND/OR PARTICIPATION AND/OR ADDED AGENDA ITEMS

NONE

7.0 OLD BUSINESS

NONE

8.0 NEW BUSINESS

- 8.1 California Employers' Retiree Benefit Trust (CERBT)
- 8.2 California Employers' Pension Prefunding Trust (CEPPT)

Mark Goodale explained California Employers' Retiree Benefit (CERBT) to Prefund Other Post-Employment Benefits (OPEB) through CalPERS and the California Employers' Pension Prefunding Trust (CEPPT) and discussed the benefits of prefunding these programs.

Jasper Jacobs and Matt Goss with CalPERS joined the meeting remotely to provide more details when necessary. After discussions, it was determined MBTA would invest conservatively at first but could always switch to a different strategy in the future to invest more aggressively.

ACTION: Board Member Abel moved to adopt Resolution 21-02 for item 8.1 and 1) Approve the California Employers' Pension Prefunding Trust Program (CEPPT) Agreement with CalPERS; 2) Approve the Delegation of Authority, Appointing the General Manager, Office Manager and Office Manager to Administer and Request Disbursements from California Employer's Pension Prefunding Trust; 3) Approve the California Employers' Pension Prefunding Trust Program (CEPPT) Certification of Funding Policy; 4) Approve an Initial Funding Investment of \$10,034 Monthly Payments During FY 2021/22 for a Total of \$120,408 to Develop the Trust Account for item 8.2; seconded by Board Member Wright; passed by Roll Call Vote (7-0).

- 8.3 Approval of Token Transit (Cashless Fare System)

Mark Goodale provided information on Token Transit, a one-size fits most mobile payment system, which would initially be paid by SBCTA and evaluated by MBTA at the end of three-years. Zachary Browne joined the meeting remotely to provide details on how Token Transit worked.

ACTION: Board Member Wright moved to authorize staff to enter into a three-year agreement with Token Transit beginning FY 2021/22; seconded by Board Member Drozd: passed by Roll Call Vote (7-0).

8.4 Procurement PowerPoint Update

This was deferred until May's meeting.

8.5 FY 2021/22 Draft MBTA Operating and Capital Budgets

Mark Goodale, General Manager, provided details for items within the FY 2021/22 draft budgets. The Board provided no direction on changes.

Board Member Abel requested following up with a mid-year review on the budget and asked if MBTA was mandated by law to regulate taxi. Mark explained the City of Twentynine made arrangements with MBTA long ago to regulate taxis.

9.0 GENERAL MANAGER UPDATE

Mark Goodale informed the Board that about 50% of MBTA employees were vaccinated. He would safely recommend it to the employees but was not making it a requirement.

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

Board Member Abel mentioned a conversation at the previous board meeting about possibly adjusting board stipends since the meetings were changed to every other month and recommended that be on the next board agenda.

11.0 BOARD MEMBER COMMENTS

Board Member Lundquist thanked staff for the great job on the presentation of the budget and was impressed the budget only increased by 5.2% in today's world.

Board Member Jackman wished she could have attended in person but looked forward to seeing everyone next time.

Board Member Wright apologized for being late.

Board Member Sasnett was very happy to have met in person.

12.0 ADJOURNMENT

The meeting adjourned at 5:04pm Thursday, April 1, 2021.

Respectfully submitted,



Cheri Holsclaw, Asst. Board Secretary

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 19, 2021
RE: Treasurer's Reports for February and March 2021

STAFF RECOMMENDATION: APPROVE TREASURER'S REPORTS

ITEM 5.2

MORONGO BASIN TRANSIT AUTHORITY
TREASURER'S REPORT
March 31, 2021

Beginning Balance:	February 28, 2021	4,611,033
Receipts		262,613
Disbursements		415,502
Interest Received		<u>41</u>
Ending Balance:	March 31, 2021	<u>4,458,184</u>

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 77,861	\$ -	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees	\$ 1,576,632	\$ -	0.00%
Union Bank	\$ 1,341,947	\$ -	0.00%
Pacific Western Bank	\$ 52,030	\$ -	0.00%
LAIF	\$ 377,151	\$ -	0.00%
US Bank PTMISEA	\$ 760,540	\$ -	0.00%
US Bank LCTOP	\$ 138,669	\$ -	0.00%
US Bank SGR (SB1)	\$ 133,356	\$ -	0.00%
 TOTAL INVESTMENTS	 <u>\$ 4,458,184</u>	 <u>\$ -</u>	 0.00%

MORONGO BASIN TRANSIT AUTHORITY
TREASURER'S REPORT
February 28, 2021

Beginning Balance:	January 31, 2021	4,851,012
Receipts		286,558
Disbursements		526,574
Interest Received		<u>37</u>
Ending Balance:	February 28, 2021	<u>4,611,033</u>

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 76,836	\$ -	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees	\$ 1,560,877	\$ -	0.00%
Union Bank	\$ 1,501,588	\$ -	0.00%
Pacific Western Bank	\$ 92,168	\$ -	0.00%
LAIF	\$ 377,151	\$ -	0.00%
US Bank PTMISEA	\$ 760,527	\$ -	0.00%
US Bank LCTOP	\$ 139,098	\$ -	0.00%
US Bank SGR (SB1)	\$ 102,790	\$ -	0.00%
 TOTAL INVESTMENTS	 <u>\$ 4,611,033</u>	 <u>\$ -</u>	 0.00%

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 19, 2021
RE: Warrant Register through April 30, 2021

STAFF RECOMMENDATION: APPROVE WARRANT REGISTER

MORONGO BASIN TRANSIT AUTHORITY
WARRANT REGISTER

As of April 30, 2021

Date	Num	Name	Memo	Amount
03/02/2021		PACIFIC WESTERN BANK	FIXED ROUTES	-0.10
03/03/2021		SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
03/04/2021	44909	CITY OF TWENTYNINE PALMS	PROFESSIONAL FEES	-50.00
03/04/2021	44910	A-Z BUS SALES	PARTS	-989.47
03/04/2021	44911	CARQUEST - YUCCA VALLEY	PARTS	-57.71
03/04/2021	44912	DESERT ARC	OUTSIDE SERVICES	-247.00
03/04/2021	44913	E3 IGNITION PRODUCTS, LLC	PARTS	-287.88
03/04/2021	44914	FRANKLIN TRUCK PARTS, INC.	PARTS	-296.13
03/04/2021	44915	FRONTIER COMMUNICATIONS	TELEPHONE	-173.94
03/04/2021	44916	GILLIG LLC	PARTS	-1,034.62
03/04/2021	44917	HI DESERT PUBLISHING	MARKETING	-1,252.90
03/04/2021	44918	PALM SPRINGS MOTORS	PARTS	-124.28
03/04/2021	44919	PARKHOUSE TIRES	TIRES	-814.82
03/04/2021	44920	PREFERRED BENEFIT	DENTAL INSURANCE	-1,562.50
03/04/2021	44921	PRISM	WORKERS COMP	-440.00
03/04/2021	44922	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-63.82
03/04/2021	44923	QUILL CORPORATION	OFFICE SUPPLIES	-660.84
03/04/2021	44924	SPECTRUM	UTILITIES	-408.15
03/04/2021	44925	SUNNY AND SONS	OUTSIDE SERVICES	-99.00
03/04/2021	44926	THE GAS COMPANY	UTILITIES	-2.24
03/04/2021	44927	BROADLUX INC.	CNG MAINTENANCE	-662.00
03/04/2021	44928	CLEAN ENERGY	CNG MAINTENANCE	-3,000.00
03/04/2021	44929	DEMSEY, FILLIGER & ASSOC	PROFESSIONAL FEES	-4,750.00
03/08/2021		CALPERS HEALTH/RETIREMENT	HEALTH INSURANCE	-18,649.87
03/10/2021		ARCO	FUEL	-327.18
03/10/2021		UNION BANK	WIRE TRANSFER	80,000.00
03/10/2021		PACIFIC WESTERN BANK	FIXED ROUTES	-1.00
03/10/2021		SOUTHERN CALIFORNIA EDISON	UTILITIES	-5,281.55
03/11/2021		ELECTRONIC PAYMENT SYSTEMS	OUTSIDE SERVICES	-99.50
03/12/2021	44930	ROBERT JORDAN	EMPLOYEE EXPENSE	-10.00
03/12/2021	44931	US BANK	CREDIT CARD PAYMENT	-2,343.13
03/12/2021	44932	MICHELLE WEISS	HRA REIMBURSEMENTS	-59.00
03/12/2021	44933	FRONTIER COMMUNICATIONS	TELEPHONE	-563.07
03/12/2021	44934	BELTZ	UTILITIES	-119.07
03/12/2021	44935	BURRTEC	UTILITIES	-300.37
03/12/2021	44936	COPPER MOUNTAIN BROADCASTING	MARKETING	-480.00
03/12/2021	44937	FORENSIC DRUG TESTING	EMPLOYEE EXPENSE	-284.96
03/12/2021	44938	FRONTIER COMMUNICATIONS	TELEPHONE	-54.60
03/12/2021	44939	HI DESERT WATER DISTRICT	UTILITIES	-390.15
03/12/2021	44940	JOSHUA BASIN WATER DISTRICT	UTILITIES	-803.03
03/12/2021	44941	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-725.00
03/12/2021	44942	KCDZ	MARKETING	-460.00
03/12/2021	44943	LANDIRENZO	PARTS	-1,987.18
03/12/2021	44944	PEOPLEREADY INC	UTILITY WORKER	-1,727.36
03/12/2021	44945	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-31.91
03/12/2021	44946	RUTAN & TUCKER, LLP	PROFESSIONAL FEES	-1,675.10
03/12/2021	44947	THE GAS COMPANY	FUEL	-9,948.33
03/12/2021	44948	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-201.92

MORONGO BASIN TRANSIT AUTHORITY
WARRANT REGISTER

As of April 30, 2021

03/12/2021	44949	UNITED STATES POSTAL SERVICE	POSTAGE	-245.00
03/12/2021	44950	VOYAGER	FUEL	-4,946.03
03/12/2021	44951	XEROX CORPORATION	LEASE	-124.08
03/12/2021	44952	PAULA BALDWIN	HRA REIMBURSEMENTS	-250.00
03/12/2021	44953	DOUG HUNTER	SAFETY INCENTIVE PROGRAM	-100.00
03/12/2021	44954	JOE MEER	HRA REIMBURSEMENTS	-776.80
03/12/2021		PAYCHEX INVESTMENT PARTNERSHIP	DIRECT DEPOSIT WAGES	-52,760.21
03/12/2021		PAYCHEX INVESTMENT PARTNERSHIP	MCMAHON WAGE GARNISH	-349.89
03/12/2021		PAYCHEX	PAYROLL FEES	-343.17
03/12/2021		PAYCHEX INVESTMENT PARTNERSHIP	PAYROLL TAXES	-9,844.15
03/12/2021		CALPERS HEALTH/RETIREMENT	PEPRA RETIREMENT	-5,489.57
03/12/2021		CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,924.34
03/12/2021		PAULA BALDWIN	VOID CHECK #37470	50.00
03/12/2021		DOUG HUNTER	VOID CHECK #43061	100.00
03/12/2021		PAULA BALDWIN	VOID CHECK #44098	100.00
03/12/2021		PAULA BALDWIN	VOID CHECK #44546	100.00
03/12/2021		JOE MEER	VOID CHECK #44712	50.00
03/12/2021		[EMPLOYEE]	WAGES	-916.95
03/12/2021		[EMPLOYEE]	WAGES	-1,061.73
03/12/2021		CALPERS 457 PROGRAM	SUPPL RETIREMENT	-3,340.73
03/15/2021		ELECTRONIC PAYMENT SYSTEMS	OUTSIDE SERVICES	-46.29
03/15/2021		ELECTRONIC PAYMENT SYSTEMS LLC	OUTSIDE SERVICES	157.84
03/15/2021		VISION SERVICE PLAN	VISION INSURANCE	-442.60
03/17/2021		ROY DAVIS	VOID CHECK #38414	96.00
03/18/2021	44955	DON CATLETT	UNIFORMS	-77.01
03/18/2021	44956	ROY DAVIS	HRA REIMBURSEMENTS	-244.50
03/18/2021	44957	VIKAS SHARMA	UNIFORMS	-60.88
03/18/2021	44958	AVERY SMITH	UNIFORMS & EMPLOYEE EXPENSES	-97.61
03/18/2021		PACIFIC WESTERN BANK	FIXED ROUTES	1.00
03/22/2021	44959	MARK GOODALE	HRA REIMBURSEMENTS	-128.25
03/22/2021	44960	MORONGO BASIN TRANSIT AUTHORITY	PETTY CASH	-260.00
03/23/2021	44961	[EMPLOYEE]	WAGES	-3,931.74
03/23/2021	44962	[EMPLOYEE]	WAGES	-611.05
03/24/2021		UNION BANK	WIRE TRANSFER	80,000.00
03/25/2021		PACIFIC WESTERN BANK	FIXED ROUTES	-10.00
03/26/2021		PAYCHEX INVESTMENT PARTNERSHIP	DIRECT DEPOSIT WAGES	-50,480.90
03/26/2021		PAYCHEX INVESTMENT PARTNERSHIP	MCMAHON WAGE GARNISH	-283.12
03/26/2021		PAYCHEX	PAYROLL FEES	-343.17
03/26/2021		PAYCHEX INVESTMENT PARTNERSHIP	PAYROLL TAXES	-10,528.18
03/26/2021		CALPERS HEALTH/RETIREMENT	PEPRA RETIREMENT	-5,349.78
03/26/2021		CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,942.91
03/26/2021		[EMPLOYEE]	WAGES	-879.96
03/26/2021		[EMPLOYEE]	WAGES	-1,161.36
03/26/2021		TREP	MILEAGE REIMBURSEMENTS	-2,562.24
03/26/2021		CALPERS 457 PROGRAM	SUPPL RETIREMENT	-3,335.56
03/29/2021	44963	JOE MEER	MILEAGE & PER DIEM	-708.76
03/29/2021	44964	NOEMI ADDERLEY	MILEAGE	-54.88
03/29/2021	44965	FRONTIER COMMUNICATIONS	TELEPHONE	-61.64
03/29/2021	44966	FRONTIER COMMUNICATIONS	TELEPHONE	-97.98
03/29/2021	44967	FRONTIER COMMUNICATIONS	TELEPHONE	-1,034.92

**MORONGO BASIN TRANSIT AUTHORITY
WARRANT REGISTER**

As of April 30, 2021

03/29/2021	44968	FRONTIER COMMUNICATIONS	TELEPHONE	-60.98
03/29/2021	44969	C & S ELECTRICAL	OUTSIDE SERVICES	-2,010.00
03/29/2021	44970	CARQUEST - YUCCA VALLEY	PARTS	-222.90
03/29/2021	44971	CITY OF TWENTYNINE PALMS	PROFESSIONAL FEES	-50.00
03/29/2021	44972	DESERT ARC	OUTSIDE SERVICES	-247.00
03/29/2021	44973	PALM SPRINGS MOTORS	PARTS	-444.40
03/29/2021	44974	PARKHOUSE TIRES	TIRES	-3,074.70
03/29/2021	44975	PREFERRED BENEFIT	DENTAL INSURANCE	-1,562.50
03/29/2021	44976	PRO SECURITY SYSTEMS	OUTSIDE SERVICES	-120.00
03/29/2021	44977	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-223.75
03/29/2021	44978	QUILL CORPORATION	OFFICE SUPPLIES	-439.76
03/29/2021	44979	RUSSELL AIR CONDITIONING INC.	OUTSIDE SERVICES	-455.00
03/29/2021	44980	SAFETY-KLEEN	FLUIDS	-659.09
03/29/2021	44981	SPECTRUM	UTILITIES	-407.85
03/29/2021	44982	THE GAS COMPANY	UTILITIES	-14.30
03/29/2021	44983	RAUL MARQUEZ	EMPLOYEE EXPENSE	-49.00
03/29/2021	44984	AIRWAVE COMMUNICATIONS	RADIO EXPENSE	-684.17
03/29/2021	44985	CARQUEST - YUCCA VALLEY	PARTS	-305.50
03/29/2021	44986	NAPA	PARTS	-215.26
03/29/2021	44987	PALM SPRINGS MOTORS	PARTS	-275.66
03/29/2021	44988	PARKHOUSE TIRES	TIRES	-363.25
03/29/2021	44989	QUILL CORPORATION	OFFICE SUPPLIES	-161.61
03/31/2021	44990	TERESA DELLINGER	UNIFORMS	-90.48
03/31/2021	44991	PATRICK FERREE	HRA REIMBURSEMENTS	-531.49
03/31/2021	44992	VALERIE LIESENFELT	HRA REIMBURSEMENTS	-80.00
03/31/2021	44993	CYNTHIA LOPEZ	HRA REIMBURSEMENTS	-238.91
03/31/2021	44994	BLAS CRUZ	HRA REIMBURSEMENTS	-217.89
03/31/2021	44995	GARY COOPER	HRA REIMBURSEMENTS	-420.00
03/31/2021	44996	ROY DAVIS	HRA REIMBURSEMENTS	-333.51
03/31/2021	44997	MELANIQUE DUBOSE	HRA REIMBURSEMENTS	-598.28
03/31/2021	44998	ANDREW BERNSTEIN	HRA REIMBURSEMENTS	-110.00
03/31/2021	44999	JOSE GIRON	HRA REIMBURSEMENTS	-774.59
03/31/2021	45000	GEORGE HALLAS	HRA REIMBURSEMENTS	-428.68
03/31/2021	45001	WILLIAM STARCK, II	HRA REIMBURSEMENTS	-932.34
04/01/2021	45002	VALERIE LIESENFELT	VOID CHECK	0.00
04/01/2021	45003	VALERIE LIESENFELT	HRA REIMBURSEMENTS	-528.16
04/01/2021		CALPERS HEALTH/RETIREMENT	HEALTH INSURANCE	-18,048.37
04/03/2021		SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
04/05/2021		PACIFIC WESTERN BANK	FIXED ROUTES	-0.10
04/07/2021		UNION BANK	WIRE TRANSFER	150,000.00
04/07/2021		PACIFIC WESTERN BANK	FIXED ROUTES	1.09
04/08/2021	45004	CALTIP	INSURANCE	-77,519.04
04/08/2021	45005	PRISM	WORKERS COMP	-21,645.00
04/08/2021	45006	JOE MEER	MILEAGE & HRA REIMBURSEMENTS	-104.60
04/08/2021	45007	MATTHEW ATKINS	MILEAGE	-67.20
04/08/2021	45008	JAMES MITCHELL	UNIFORMS	-264.25
04/08/2021	45009	RAUL MARQUEZ	EMPLOYEE EXPENSE	-10.00
04/08/2021	45010	US BANK	CREDIT CARD PAYMENT	-1,806.15
04/08/2021	45011	BEN SASNETT	BOARD MEMBER STIPEND	-100.00
04/08/2021	45012	A-Z BUS SALES	OUTSIDE SERVICES	-566.00

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04/08/2021	45013	AT&T MOBILITY	TELEPHONE	-53.66
04/08/2021	45014	AVALON URGENT CARE	EMPLOYEE EXPENSE	-700.00
04/08/2021	45015	BELTZ	UTILITIES	-119.07
04/08/2021	45016	BROADLUX INC.	CNG MAINTENANCE	-777.78
04/08/2021	45017	BURRTEC	UTILITIES	-300.37
04/08/2021	45018	CARQUEST - YUCCA VALLEY	PARTS	-159.08
04/08/2021	45019	FORENSIC DRUG TESTING	EMPLOYEE EXPENSE	-411.00
04/08/2021	45020	FRONTIER COMMUNICATIONS	TELEPHONE	-170.70
04/08/2021	45021	HI DESERT PUBLISHING	MARKETING	-212.50
04/08/2021	45022	HI DESERT WATER DISTRICT	UTILITIES	-365.06
04/08/2021	45023	JOSHUA BASIN WATER DISTRICT	UTILITIES	-1,000.63
04/08/2021	45024	KCDZ	MARKETING	-460.00
04/08/2021	45025	NAPA	PARTS	-272.60
04/08/2021	45026	PALM SPRINGS MOTORS	PARTS	-253.89
04/08/2021	45027	PARKHOUSE TIRES	TIRES	-1,486.03
04/08/2021	45028	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-412.94
04/08/2021	45029	QUILL CORPORATION	OFFICE SUPPLIES	-357.65
04/08/2021	45030	RUTAN & TUCKER, LLP	PROFESSIONAL FEES	-71.10
04/08/2021	45031	SUNNY AND SONS	OUTSIDE SERVICES	-99.00
04/08/2021	45032	XEROX CORPORATION	LEASE	-322.69
04/08/2021	45033	MARK GOODALE	HRA REIMBURSEMENTS	-324.60
04/08/2021	45034	MATTHEW ATKINS	EMPLOYEE EXPENSE	-49.00
04/08/2021		DAN MINTZ	BOARD MEMBER STIPEND	-100.00
04/08/2021		ELLEN JACKMAN	BOARD MEMBER STIPEND	-100.00
04/08/2021		JEFF DROZD	BOARD MEMBER STIPEND	-100.00
04/08/2021		MARK LUNDQUIST	BOARD MEMBER STIPEND	-100.00
04/08/2021		McARTHUR WRIGHT	BOARD MEMBER STIPEND	-100.00
04/08/2021		MERL ABEL	BOARD MEMBER STIPEND	-100.00
04/09/2021	45037	[EMPLOYEE]	WAGES	-1,212.77
04/09/2021	45038	[EMPLOYEE]	WAGES	-913.08
04/09/2021		PAYCHEX INVESTMENT PARTNERSHIP	DIRECT DEPOSIT WAGES	-51,905.74
04/09/2021		PAYCHEX INVESTMENT PARTNERSHIP	MCMAHON WAGE GARNISH	-42.52
04/09/2021		PAYCHEX	PAYROLL FEES	-328.98
04/09/2021		PAYCHEX INVESTMENT PARTNERSHIP	PAYROLL TAXES	-9,104.37
04/09/2021		CALPERS HEALTH/RETIREMENT	PEPRA RETIREMENT	-5,386.08
04/09/2021		CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,666.25
04/09/2021		CALPERS 457 PROGRAM	SUPPL RETIREMENT	-3,432.89
04/10/2021		ARCO	FUEL	-243.95
04/15/2021		ELECTRONIC PAYMENT SYSTEMS	OUTSIDE SERVICES	-46.29
04/15/2021		PACIFIC WESTERN BANK	FIXED ROUTES	0.01
04/15/2021		SOUTHERN CALIFORNIA EDISON	UTILITIES	-4,955.26
04/15/2021		ELECTRONIC PAYMENT SYSTEMS LLC	OUTSIDE SERVICES	157.84
04/15/2021		VISION SERVICE PLAN	VISION INSURANCE	-463.32
04/19/2021	45039	MARK GOODALE	HRA REIMBURSEMENTS	-138.00
04/19/2021		UNION BANK	WIRE TRANSFER	100,000.00
04/21/2021		PAYCHEX	PAYROLL TAXES	0.08
04/21/2021		PAYCHEX	OUTSIDE SERVICES	-228.29
04/22/2021	45040	CHERI HOLSCLAW	HRA REIMBURSEMENTS	-142.52
04/22/2021	45041	FRONTIER COMMUNICATIONS	TELEPHONE	-54.74
04/22/2021	45042	FRONTIER COMMUNICATIONS	TELEPHONE	-63.99

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04/22/2021	45043	FRONTIER COMMUNICATIONS	TELEPHONE	-97.98
04/22/2021	45044	FRONTIER COMMUNICATIONS	TELEPHONE	-60.98
04/22/2021	45045	MARK GOODALE	HRA REIMBURSEMENTS	-238.72
04/22/2021	45046	A-1 AUTO ELECTRIC	PARTS	-731.64
04/22/2021	45047	CARQUEST - YUCCA VALLEY	PARTS	-42.85
04/22/2021	45048	CHARLES ABBOTT & ASSOCIATES INC.	PROFESSIONAL FEES	-110.00
04/22/2021	45049	CLEAN ENERGY	CNG MAINTENANCE	-23,533.61
04/22/2021	45050	CUMMINS CAL PACIFIC	PARTS	-450.05
04/22/2021	45051	DESERT ARC	OUTSIDE SERVICES	-247.00
04/22/2021	45052	FRONTIER COMMUNICATIONS	TELEPHONE	-1,059.80
04/22/2021	45053	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-725.00
04/22/2021	45054	LEFEVRE'S TOWING INC.	OUTSIDE SERVICES	-250.00
04/22/2021	45055	NAPA	PARTS	-293.22
04/22/2021	45056	PARKHOUSE TIRES	TIRES	-614.50
04/22/2021	45057	PREFERRED BENEFIT	DENTAL INSURANCE	-1,529.30
04/22/2021	45058	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-37.45
04/22/2021	45059	QUILL CORPORATION	OFFICE SUPPLIES	-604.83
04/22/2021	45060	SPECTRUM	UTILITIES	-407.85
04/22/2021	45061	THE GAS COMPANY	FUEL	-10,983.67
04/23/2021		PAYCHEX INVESTMENT PARTNERSHIP	DIRECT DEPOSIT WAGES	-51,666.53
04/23/2021		PAYCHEX	PAYROLL FEES	-336.18
04/23/2021		PAYCHEX INVESTMENT PARTNERSHIP	PAYROLL TAXES	-8,782.04
04/23/2021		CALPERS HEALTH/RETIREMENT	PEPRA RETIREMENT	-5,306.99
04/23/2021		CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,721.40
04/23/2021		[EMPLOYEE]	WAGES	-867.93
04/23/2021		[EMPLOYEE]	WAGES	-929.74
04/23/2021		TREP	MILEAGE REIMBURSEMENTS	-2,526.96
04/23/2021		CALPERS 457 PROGRAM	SUPPL RETIREMENT	-3,452.45
04/26/2021		ARCO	FUEL	-442.79
04/29/2021	45062	NOEMI ADDERLEY	MILEAGE	-54.88
04/29/2021	45063	CARQUEST - YUCCA VALLEY	PARTS	-159.38
04/29/2021	45064	LEFEVRE'S TOWING INC.	OUTSIDE SERVICES	-472.50
04/29/2021	45065	NAPA	PARTS	-329.48
04/29/2021	45066	PALM SPRINGS MOTORS	PARTS	-494.81
04/29/2021	45067	PARKHOUSE TIRES	TIRES	-3,269.25
04/29/2021	45068	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-111.59
04/29/2021	45069	MARK GOODALE	HRA REIMBURSEMENTS	-70.00
04/29/2021	45070	ROBERT ARVIZU	HRA REIMBURSEMENTS	-440.09
04/29/2021	45071	VALERIE LIESENFELT	HRA REIMBURSEMENTS	-573.90
04/29/2021	45072	KRISTEN KOHER	HRA REIMBURSEMENTS	-109.00
04/29/2021	45073	PATRICK FERREE	HRA REIMBURSEMENTS	-531.49
04/29/2021	45074	BLAS CRUZ	HRA REIMBURSEMENTS	-15.00
04/29/2021	45075	CYNTHIA LOPEZ	HRA REIMBURSEMENTS	-203.75
04/29/2021	45076	GARY COOPER	HRA REIMBURSEMENTS	-430.00
04/29/2021	45077	ROY DAVIS	HRA REIMBURSEMENTS	-273.08
04/29/2021	45078	GEORGE HALLAS	HRA REIMBURSEMENTS	-373.69
04/29/2021	45079	ANDREW BERNSTEIN	HRA REIMBURSEMENTS	-150.00
04/29/2021	45080	MELANIQUE DUBOSE	HRA REIMBURSEMENTS	-226.94
04/30/2021		TREP	MILEAGE REIMBURSEMENTS	-90.00

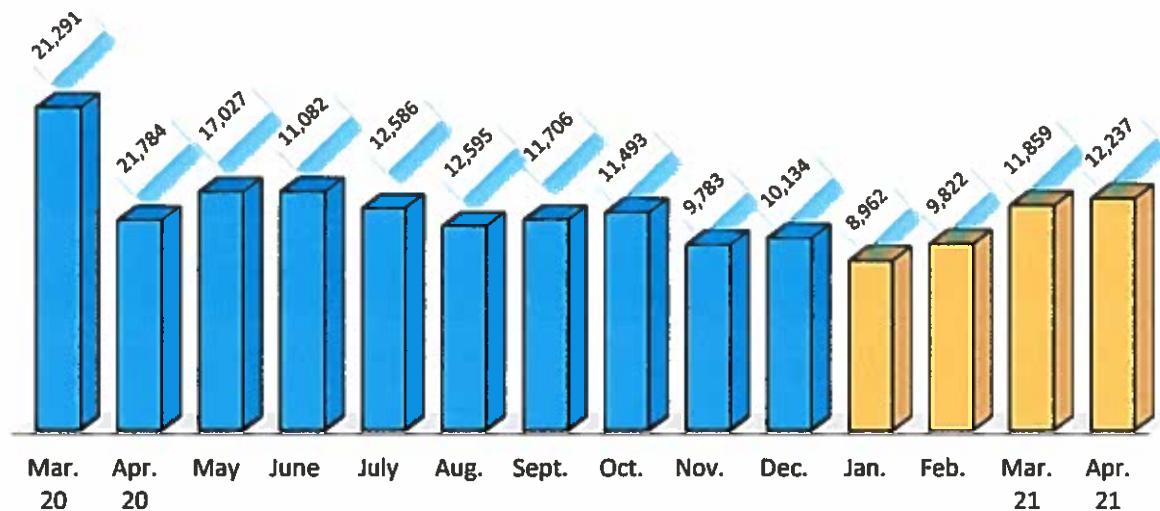
MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 18, 2021
RE: Ridership Reports for March and April

Ridership for April was 12,237 vs. 11,082 for the same reporting period last year at the beginning of the stay-at-home order. April saw a three (3%) percent positive increase over March. In March the ridership was 11,859 vs. 17,027 same reporting period last year. On a positive, note there was a twenty (20%) percent increase over February's numbers.

Staff is pleased in this continued upward trend in ridership and anticipate this upward trend continues as the state and county continue to ease restrictions and moving into lower restrictive tiers.

The system experienced a twenty-six (26%) percent ridership increase since its last dip in January.



STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 5.4



Performance Indicators & Data	Prior Year Total	Target	Current YTD	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Performance
Farebox Recovery Ratio	8.66%	10.00%	5.12%	4.05%	6.68%	4.61%		Fails to Meet Target
Operating Costs Per Revenue Hour	\$112.43	\$118.42	\$113.95	\$115.43	\$117.94	\$108.45		Exceeds Target
Passenger Revenue Per Revenue Hour (a)	\$9.74		\$5.84	\$4.67	\$7.88	\$4.99		
Subsidy Per Revenue Hour	\$102.69		\$108.11	\$110.76	\$110.06	\$103.46		
Operating Cost Per Revenue Mile	\$5.71	\$5.89	\$5.74	\$5.83	\$5.91	\$5.50		Exceeds Target
Passenger Revenue Per Revenue Mile	\$0.49		\$0.29	\$0.24	\$0.39	\$0.25		
Subsidy Per Revenue Mile	\$5.22		\$5.45	\$5.59	\$5.51	\$5.24		
Operating Costs Per Passenger	\$15.85	\$18.48	\$27.89	\$27.22	\$29.09	\$27.39		Fails to Meet Target
Passenger Revenue Per Passenger (Avg Fare) (a)	\$1.37		\$1.43	\$1.10	\$1.94	\$1.26		
Subsidy Per Passenger	\$14.48		\$26.46	\$26.12	\$27.14	\$26.13		
Operating Cost Per Passenger Mile								
Passenger Revenue Per Passenger Mile (a)								
Subsidy Per Passenger Mile								
Passengers Per Revenue Hour	7.1		4.1	4.2	4.1	4.0		
Passengers Per Revenue Mile	0.36		0.21	0.21	0.20	0.20		
Revenue Miles Between Collision Accidents (b)								
Percentage of Trips On Time	95.5%		98.8%	98.1%	99.2%	99.2%		
Passengers Served Between Complaints	8,684		5,630	5,610	5,235	6,129		
Complaints Per 100,000 Passengers	11.52		17.76	17.82	19.10	16.32		
Revenue Miles Between NTD System Failures (c)								
Total Miles Between NTD Major System Failures (d)								
Passengers	225,781	56,250	95,714	33,661	31,410	30,643		Fails to Meet Target
Passenger Miles		QUARTERL						
Revenue Hours	31,833		23,426	7,939	7,748	7,739		
Total Hours	34,719		25,670	8,697	8,482	8,491		
Revenue Miles	626,850		464,661	157,287	154,704	152,670		
Total Miles	700,161		517,235	175,957	172,543	168,735		
Operating Costs	\$3,579,053		\$2,669,427	\$916,363	\$913,578	\$839,349		
Passenger Revenue (a)	\$310,014		\$136,769	\$37,084	\$61,031	\$38,654		
Operating Subsidy	\$3,269,039		\$2,532,657	\$879,279	\$852,547	\$800,694		
NTD Reportable Collision Accidents (b)	0		0	0	0	0		
Total Roadcalls (NTD System Failures) (c)	0		0	0	0	0		
Major Mechanical Failures (Roadcalls) (d)	0		0	0	0	0		
Complaints	26		17	6	6	5		
Trips On Time	15,506		9,042	3,191	3,046	2,805		
On-Time Performance Trips Sampled	16,237		9,153	3,254	3,072	2,827		



Total (All Day Types)

Service	Passengers		Passengers Per Revenue Hour		Farebox Recovery Ratio	
	Prior Year	Current Year	Prior Year	Current Year	Prior Year	Current Year
Route Subtotals						
1	5,705	5,078	7.3	6.6	0.62%	5.56%
12		325		2.0		7.73%
15		64		1.2		3.47%
1X	102	168	3.8	6.3	0.33%	10.67%
21	499	700	2.4	3.3	0.10%	3.27%
3A	943	1,162	4.0	4.9	0.19%	4.71%
3B	1,078	1,173	4.5	4.9	0.23%	4.20%
7A	1,087	1,279	4.7	5.5	0.22%	5.12%
7B	916	1,188	3.9	5.1	0.18%	4.64%
RR30	171	330	1.6	2.1		2.53%
RR31	120	156	1.6	1.6		1.72%
RR34	206	225	2.2	2.2		2.17%
RR36	23	20	0.8	0.4		0.46%
RR50	232	369	1.6	2.1		2.49%
Program Subtotals						
Commuter Service		389		1.8		6.49%
Demand Response	752	1,100	1.7	1.9		2.13%
Neighborhood Shuttles	10,330	10,748	5.3	5.5	0.37%	4.95%
System Total	11,082	12,237	4.6	4.5	0.31%	4.57%



Performance Statistics for April

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue		Passenger Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Passenger Recovery Ratio
				Revenue	Hours						
Reporting Route #:											
1	5,078	770.4	\$97,831	\$5,437	6.6	\$19.27	\$126.98	\$1.07	\$7.06	5.56%	
1X	168	26.8	\$2,820	\$301	6.3	\$16.79	\$105.42	\$1.79	\$11.25	10.67%	
3A	1,162	236.5	\$26,627	\$1,254	4.9	\$22.92	\$112.61	\$1.08	\$5.30	4.71%	
3B	1,173	237.4	\$26,280	\$1,104	4.9	\$22.40	\$110.69	\$0.94	\$4.65	4.20%	
7A	1,279	234.0	\$26,156	\$1,340	5.5	\$20.45	\$111.78	\$1.05	\$5.73	5.12%	
7B	1,188	232.3	\$26,088	\$1,211	5.1	\$21.96	\$112.29	\$1.02	\$5.21	4.64%	
12	325	159.3	\$22,685	\$1,753	2.0	\$69.80	\$142.43	\$5.39	\$11.00	7.73%	
15	64	51.7	\$9,262	\$322	1.2	\$144.72	\$179.04	\$5.03	\$6.22	3.47%	
21	700	210.6	\$28,208	\$924	3.3	\$40.30	\$133.96	\$1.32	\$4.39	3.27%	
RR30	330	155.2	\$15,612	\$395	2.1	\$47.31	\$100.59	\$1.20	\$2.55	2.53%	
RR31	156	97.9	\$10,841	\$187	1.6	\$69.49	\$110.79	\$1.20	\$1.91	1.72%	
RR34	225	103.7	\$12,394	\$269	2.2	\$55.09	\$119.58	\$1.20	\$2.60	2.17%	
RR36	20	45.8	\$5,206	\$24	0.4	\$260.32	\$113.68	\$1.20	\$0.52	0.46%	
RR50	369	177.5	\$17,704	\$442	2.1	\$47.98	\$99.75	\$1.20	\$2.49	2.49%	
Program:											
Commuter Service	389	211.0	\$31,947	\$2,074	1.8	\$82.13	\$151.41	\$5.33	\$9.83	6.49%	
Demand Response	1,100	580.0	\$61,758	\$1,317	1.9	\$56.14	\$106.48	\$1.20	\$2.27	2.13%	
Neighborhood Shuttles	10,748	1,947.9	\$234,010	\$11,572	5.5	\$21.77	\$120.13	\$1.08	\$5.94	4.95%	
Mode:											
Bus (Motorbus)	10,748	1,947.9	\$234,010	\$11,572	5.5	\$21.77	\$120.13	\$1.08	\$5.94	4.95%	
Commuter Bus	389	211.0	\$31,947	\$2,074	1.8	\$82.13	\$151.41	\$5.33	\$9.83	6.49%	
Demand Response	1,100	580.0	\$61,758	\$1,317	1.9	\$56.14	\$106.48	\$1.20	\$2.27	2.13%	
System Total:	12,237	2,738.9	\$327,715	\$14,963	4.5	\$26.78	\$119.65	\$1.22	\$5.46	4.57%	



Total (All Day Types)

Service	Passengers		Passengers Per Revenue Hour		Farebox Recovery Ratio	
	Prior Year	Current Year	Prior Year	Current Year	Prior Year	Current Year
Route Subtotals						
1	8,208	4,984	10.5	6.1	12.35%	8.08%
12	288	275	3.0	1.7	23.62%	7.00%
15	39	30	1.6	0.7	18.52%	1.91%
1X	180	133	5.2	4.9	6.06%	9.92%
21	750	706	3.6	3.2	2.75%	5.05%
3A	1,674	1,342	7.0	5.5	5.79%	7.75%
3B	1,530	1,041	6.5	4.2	5.41%	5.56%
7A	1,628	1,146	6.8	4.7	5.53%	6.36%
7B	1,610	1,193	6.9	4.9	5.71%	6.67%
RR30	326	279	2.2	1.8	2.82%	2.29%
RR31	187	185	2.2	1.9	2.58%	2.35%
RR34	232	195	2.2	1.7	2.52%	2.05%
RR36	28	9	0.8	0.2	0.89%	0.24%
RR50	347	341	2.1	2.0	2.69%	2.60%
Program Subtotals						
Commuter Service	327	305	2.7	1.5	22.40%	5.79%
Demand Response	1,120	1,009	2.1	1.7	2.54%	2.17%
Neighborhood Shuttles	15,580	10,545	7.9	5.2	8.04%	7.06%
System Total	17,027	11,859	6.5	4.2	7.73%	6.00%



FY 2021 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for March

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passenger Rev. Hour	Operating Passengers		Operating Cost		Passenger Revenue		Passenger Revenue	
						Per Passenger	Per Rev. Hour	Per Passenger	Per Rev. Hour	Per Passenger	Per Rev. Hour	Farebox Recovery	
Reporting Route #:													
1	4,984	814.9	\$68,891	\$5,569	6.1	\$13.82	\$84.54	\$1.12	\$6.83	8.08%			
1X	133	27.0	\$2,230	\$221	4.9	\$16.77	\$82.59	\$1.66	\$8.20	9.92%			
3A	1,342	245.4	\$19,493	\$1,511	5.5	\$14.53	\$79.42	\$1.13	\$6.16	7.75%			
3B	1,041	248.2	\$19,679	\$1,095	4.2	\$18.90	\$79.29	\$1.05	\$4.41	5.56%			
7A	1,146	246.0	\$19,857	\$1,263	4.7	\$17.33	\$80.73	\$1.10	\$5.13	6.36%			
7B	1,193	245.8	\$19,609	\$1,307	4.9	\$16.44	\$79.76	\$1.10	\$5.32	6.67%			
12	275	160.1	\$14,994	\$1,049	1.7	\$54.52	\$93.67	\$3.82	\$6.56	7.00%			
15	30	43.9	\$4,675	\$89	0.7	\$155.82	\$106.48	\$2.97	\$2.03	1.91%			
21	706	219.3	\$19,387	\$979	3.2	\$27.46	\$88.39	\$1.39	\$4.46	5.05%			
RR30	279	152.8	\$12,027	\$275	1.8	\$43.11	\$78.69	\$0.99	\$1.80	2.29%			
RR31	185	98.0	\$7,763	\$182	1.9	\$41.96	\$79.18	\$0.99	\$1.86	2.35%			
RR34	195	112.7	\$9,360	\$192	1.7	\$48.00	\$83.09	\$0.99	\$1.71	2.05%			
RR36	9	47.4	\$3,697	\$9	0.2	\$410.83	\$77.98	\$0.99	\$0.19	0.24%			
RR50	341	169.9	\$12,928	\$336	2.0	\$37.91	\$76.09	\$0.99	\$1.98	2.60%			
Program:													
Commuter Service	305	204.0	\$19,668	\$1,138	1.5	\$64.49	\$96.43	\$3.73	\$5.58	5.79%			
Demand Response	1,009	580.9	\$45,775	\$995	1.7	\$45.37	\$78.81	\$0.99	\$1.71	2.17%			
Neighborhood Shuttles	10,545	2,046.7	\$169,147	\$11,944	5.2	\$16.04	\$82.64	\$1.13	\$5.84	7.06%			
Mode:													
Bus (Motorbus)	10,545	2,046.7	\$169,147	\$11,944	5.2	\$16.04	\$82.64	\$1.13	\$5.84	7.06%			
Commuter Bus	305	204.0	\$19,668	\$1,138	1.5	\$64.49	\$96.43	\$3.73	\$5.58	5.79%			
Demand Response	1,009	580.9	\$45,775	\$995	1.7	\$45.37	\$78.81	\$0.99	\$1.71	2.17%			
System Total:	11,859	2,831.5	\$234,591	\$14,078	4.2	\$19.78	\$82.85	\$1.19	\$4.97	6.00%			

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 19, 2021
RE: Financial Reports

In April, the operating expenses was approximately \$5K lower than budgeted (327,715 vs. \$333,006) this variance is attributed to lower Administrative expense. The departments are as follows; Administrative (\$187,556), Maintenance (\$62,058) and Operations (\$177,377) for the fiscal year. While these figures are unaudited, the agency is approximately \$426K ahead of budget.

Operating Expenses for March were \$234,590 vs. \$333,006 budgeted. The departments are as follows; Administrative (\$158,506), Maintenance (\$62,169) and Operations (\$193,096).

The current Farebox Recovery Rate for April is: 4.57% vs. 0.31% for the same reporting period last fiscal year.

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 5.5

MORONGO BASIN TRANSIT AUTHORITY
Statement of Expenditures
During Fiscal Year ending 06/30/21
For Period Ending 04/30/21

Line	Administrative Exp.	FY 20/21 Budget		APR		Year to Date		Year to Date Variance	%
		Budget	Actual	Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 117,843.00	\$ 9,064.85	\$ 9,073.60	\$ 95,180.88	\$ 85,702.85	\$ 9,478.03	10%	
2	Office Salaries	164,284.00	\$ 12,637.23	\$ 9,913.18	\$ 132,690.92	\$ 107,061.17	\$ 25,629.75	19%	
3	Board Members	7,000.00	\$ 583.33	\$ 700.00	\$ 5,833.33	\$ 3,300.00	\$ 2,533.33	43%	
4	Payroll Taxes	7,379.00	\$ 567.62	\$ 474.88	\$ 5,959.96	\$ 5,858.85	\$ 101.11	2%	
5	Health & Welfare	77,256.00	\$ 6,438.00	\$ 5,558.37	\$ 64,380.00	\$ 63,255.35	\$ 1,124.65	2%	
6	Retirement:PERS	50,103.00	\$ 3,854.08	\$ 3,874.30	\$ 40,467.81	\$ 40,226.68	\$ 241.13	1%	
7	Mileage	5,000.00	\$ 416.67	\$ 472.92	\$ 4,166.67	\$ 1,696.77	\$ 2,469.90	59%	
8	Outside Services	54,601.00	\$ 4,550.08	\$ 1,891.88	\$ 45,500.83	\$ 4,648.66	\$ 40,852.17	90%	
9	Prof. Fees	77,445.00	\$ 6,453.75	\$ 181.10	\$ 64,537.50	\$ 28,023.10	\$ 36,514.40	57%	
10	Leases/Rents	7,112.00	\$ 592.67	\$ 322.69	\$ 5,926.67	\$ 2,020.20	\$ 3,906.47	66%	
11	Utilities	101,500.00	\$ 8,458.33	\$ 7,162.54	\$ 84,583.33	\$ 81,631.43	\$ 2,951.90	3%	
12	Marketing/Promotions	45,493.00	\$ 3,791.08	\$ 707.17	\$ 37,910.83	\$ 20,969.57	\$ 16,941.26	45%	
13	Office Supplies	21,245.00	\$ 1,770.42	\$ 1,185.62	\$ 17,704.17	\$ 10,582.81	\$ 7,121.36	40%	
14	Postage	2,997.00	\$ 249.75	\$ 304.48	\$ 2,497.50	\$ 1,571.50	\$ 926.00	37%	
15	Printing/Reproduction	16,971.00	\$ 1,414.25	\$ 0.00	\$ 14,142.50	\$ 3,939.50	\$ 10,203.00	72%	
16	Training/Meetings	29,662.00	\$ 2,471.83	\$ 320.40	\$ 24,718.33	\$ 0.00	\$ -176.53	24,894.86	101%
17	Interest Exp.	2,000.00	\$ 166.67	\$ 0.00	\$ 1,666.67	\$ 0.00	\$ 1,666.67	100%	
18	Total Administrative	\$ 787,891.00	\$ 63,480.60	\$ 42,143.13	\$ 647,867.91	\$ 460,311.91	\$ 187,556.00	29%	
Maintenance Expense									
19	Mechanic Salaries	\$ 150,959.00	\$ 11,612.23	\$ 10,534.72	\$ 121,928.42	\$ 112,734.96	\$ 9,183.46	8%	
20	Misc. Work/Salaries	62,301.00	\$ 4,792.38	\$ 4,109.78	\$ 50,320.04	\$ 48,418.49	\$ 1,901.55	4%	
21	Payroll Taxes	3,489.00	\$ 268.38	\$ 214.53	\$ 2,818.04	\$ 2,893.39	\$ (75.35)	-3%	
22	Health & Welfare	29,364.00	\$ 2,447.00	\$ 1,095.42	\$ 24,470.00	\$ 13,330.01	\$ 11,139.99	46%	
23	Retirement:PERS	17,816.00	\$ 1,370.46	\$ 1,025.10	\$ 14,389.85	\$ 11,097.38	\$ 3,292.47	23%	
24	Uniforms	4,000.00	\$ 333.33	\$ 450.16	\$ 3,333.33	\$ 2,119.27	\$ 1,214.06	36%	
25	Outside Services	49,187.00	\$ 4,098.92	\$ 2,013.50	\$ 40,989.17	\$ 50,786.45	\$ (9,797.28)	-24%	
26	Parts	55,279.00	\$ 4,606.58	\$ 2,675.15	\$ 46,065.83	\$ 36,093.82	\$ 9,972.01	22%	
27	Fluids	14,974.00	\$ 1,247.83	\$ 0.00	\$ 12,478.33	\$ 8,771.11	\$ 3,707.22	30%	
28	Tires	76,799.00	\$ 6,399.92	\$ 5,369.78	\$ 63,999.17	\$ 36,466.57	\$ 27,532.60	43%	
29	Accident Repair	26,369.00	\$ 2,197.42	\$ 0.00	\$ 21,974.17	\$ 0.00	\$ 21,974.17	100%	
30	Tools	2,206.00	\$ 183.83	\$ 210.12	\$ 1,838.33	\$ 451.27	\$ 1,387.06	75%	
31	Consulting	2,606.00	\$ 217.17	\$ 0.00	\$ 2,171.67	\$ 1,305.00	\$ 866.67	40%	
32	Shop Supplies	5,990.00	\$ 499.17	\$ 256.45	\$ 4,991.67	\$ 2,514.80	\$ 2,476.87	50%	
33	Facility Supplies	20,878.00	\$ 1,739.83	\$ 466.22	\$ 17,398.33	\$ 66,113.08	\$ (48,714.75)	-280%	
34	Training/Meetings	8,674.00	\$ 722.83	\$ 0.00	\$ 7,228.33	\$ 688.20	\$ 6,540.13	90%	
35	Shelter Maintenance	2,732.00	\$ 227.67	\$ 0.00	\$ 2,276.67	\$ 1,757.34	\$ 519.33	23%	
36	CNG Stations Maint.	115,874.00	\$ 9,656.17	\$ 24,311.39	\$ 96,561.67	\$ 77,633.62	\$ 18,928.05	20%	
37	Total Maintenance	\$ 649,497.00	\$ 52,621.13	\$ 52,732.32	\$ 535,233.01	\$ 473,174.76	\$ 62,058.25	12%	
Operations Expense									
38	Mgmt/Supv Salaries	\$ 149,048.00	\$ 11,465.23	\$ 11,136.46	\$ 120,384.92	\$ 112,959.86	\$ 7,425.06	6%	
39	Operator Wages	926,913.00	\$ 71,301.00	\$ 68,718.82	\$ 748,660.50	\$ 753,979.23	\$ (5,318.73)	-1%	
40	Dispatch Wages	173,694.00	\$ 13,361.08	\$ 12,483.25	\$ 140,291.31	\$ 140,837.08	\$ (545.77)	0%	
41	Payroll Taxes	29,992.00	\$ 2,307.08	\$ 1,480.29	\$ 24,224.31	\$ 21,027.79	\$ 3,196.52	13%	
42	Health & Welfare	251,566.00	\$ 20,963.83	\$ 14,722.03	\$ 209,638.33	\$ 174,579.14	\$ 35,059.19	17%	
43	Retirement:PERS	217,374.00	\$ 16,721.08	\$ 7,211.65	\$ 175,571.31	\$ 143,959.96	\$ 31,611.35	18%	
44	Safety Incentive Program	8,800.00	\$ 733.33	\$ 0.00	\$ 7,333.33	\$ 4,100.00	\$ 3,233.33	44%	
45	Workers'Comp	257,138.00	\$ 21,428.17	\$ 21,645.00	\$ 214,281.67	\$ 191,214.55	\$ 23,067.12	11%	
46	Other Employee Exp.	23,388.00	\$ 1,949.00	\$ 1,635.86	\$ 19,490.00	\$ 11,167.25	\$ 8,322.75	43%	
47	Mileage	1,800.00	\$ 150.00	\$ 0.00	\$ 1,500.00	\$ 104.65	\$ 1,395.35	93%	
48	Uniforms	13,254.00	\$ 1,104.50	\$ 0.00	\$ 11,045.00	\$ 8,669.49	\$ 2,375.51	22%	
49	Outside Services	16,325.00	\$ 1,360.42	\$ 0.00	\$ 13,604.17	\$ 19,057.95	\$ (5,453.78)	-40%	
50	Tel/Cell/Internet/Fax	31,323.00	\$ 2,610.25	\$ 2,251.85	\$ 26,102.50	\$ 25,362.90	\$ 139.60	1%	
51	Radio Expense	10,000.00	\$ 833.33	\$ 0.00	\$ 8,333.33	\$ 6,941.64	\$ 1,391.69	17%	
52	Fuel	230,958.00	\$ 19,246.50	\$ 11,656.11	\$ 192,465.00	\$ 132,488.22	\$ 59,976.78	31%	
53	Trainings/Meetings	4,400.00	\$ 366.67	\$ 0.00	\$ 3,666.67	\$ 0.00	\$ 3,666.67	100%	
54	Insurance	340,964.00	\$ 28,413.67	\$ 77,269.04	\$ 284,136.67	\$ 276,964.92	\$ 7,171.75	3%	
55	Deferred Comp Match	33,660.00	\$ 2,589.23	\$ 2,629.24	\$ 28,050.00	\$ 27,387.02	\$ 662.98	2%	
56	Total Operations	\$ 2,720,597.00	\$ 216,904.36	\$ 232,839.60	\$ 2,228,779.01	\$ 2,051,401.65	\$ 177,377.36	8%	
57	Grand Total of Op Exp	\$ 4,157,985.00	\$ 333,006.09	\$ 327,715.05	\$ 3,411,879.94	\$ 2,984,888.32	\$ 426,991.62	13%	

MORONGO BASIN TRANSIT AUTHORITY

Statement of Income

04/30/21

Other Revenue

		APR		YTD Bdgt	YTD Actual		
1	Interest	\$ 152.00	12.67	425.61	126.67	\$ 6,358.82	\$ 6,232.15 4920%
2	Other Revenue	3,000.00	250.00	3,200.00	2,500.00	5,164.80	\$ 2,664.80 107%
3	CNG Fuel	11,889.00	990.75	102,499.59	9,907.50	150,497.63	\$ 140,590.13 100%
4	Gain on Sale of Assets	0.00	0.00	5,875.00	0.00	29,875.00	29,875.00 0%
5	Total Other Revenue	\$ 15,041.00	\$ 1,253.42	\$ 112,000.20	\$ 12,534.17	\$ 191,896.25	\$ 179,362.08 1431%

Passenger Fares

		APR		YTD Bdgt	YTD Actual		
6	Fixed Route	\$ 124,000.00	10,333.33	10,660.92	103,333.33	93,954.43	\$ (9,378.90) -9%
7	Ready Ride	42,000.00	3,500.00	3,136.75	35,000.00	28,906.86	\$ (6,093.14) -17%
8	Palm Spr./Palm Des.	14,000.00	1,166.67	2,074.19	11,666.67	12,620.78	\$ 954.11 8%
9	Office Passes	20,000.00	1,666.67	296.00	16,666.67	10,505.25	(\$ 1,161.42) -37%
10	CMC Subsidy	LCTOP	\$ 77,065.00	\$ 6,422.08	\$ 615.00	\$ 64,220.83	\$ 5,745.00
11	Total Fare Revenue	\$ 277,065.00	\$ 23,088.75	\$ 14,962.86	\$ 230,887.50	\$ 151,732.32	(\$ 79,155.18) -34%

Current Support Funding - Operations

		Received	Prior FY	Received	Balance Due
12	Local Transit Funds	2,836,359.00	\$ 709,089.75	\$ 2,836,359.00	\$ -
13	Section 5311 Operating Asst	421,203.00			\$ 421,203.00
14	Cares ACT (Supplemental 5311)	475,517.00			\$ 475,517.00
15	Measure I	92,800.00	\$ 11,946.68	\$ 113,023.21	(\$ 20,223.21)
16	AB 2766	40,000.00		\$ 40,000.00	\$ -
17	Total Sup. Fund.Ops	\$ 3,865,879.00	\$ 721,036.43	\$ 2,989,382.21	\$ 876,496.79
18	Total Operating Revenues	\$ 4,157,985.00	\$ 847,999.49	\$ 3,333,010.78	\$ 976,703.69

Prior Year Support Funding - Operations

	Grant Amt	Received	Prior FY	Received	Balance Due
19	Section 5311 Operating Asst FY20	421,203.00			\$ 421,203.00
20	Cares ACT (Supplemental 5311) FY20	441,449.00		\$ 441,449.00	\$ -
21	Total Prior Year Operating Revenues	\$ 862,652.00	\$ -	\$ -	\$ 441,449.00

Current Year Capital Funding - Capital

	Grant Amt	Received	Prior FY	Received	Balance Due
22	Disp & Maint Equip	STA FY21	\$ 10,000.00		\$ 10,000.00
23	Fare Media Structure	STA FY21	\$ 50,000.00		\$ 50,000.00
24	Bus Wash System	STA FY21	\$ 7,500.00		\$ 7,500.00
25	Enclosed Bike Racks	ART 3	29,380.00		\$ 29,380.00
26	Class H Replacement Vehicles	CMAQ	\$ 1,214,400.00		\$ 1,214,400.00
27	Engine Overhauls	SGR FY21	\$ 25,000.00	\$ 16,356.00	\$ 8,644.00
28	Supervisor Van	SGR FY21	\$ 30,185.00	\$ 30,185.00	\$ -
29	Bus Stop Improvements	SGR FY21/LCTOP	\$ 145,124.00	\$ 100,127.00	\$ 44,997.00
30	Total Current Capital Funding	\$ 1,511,589.00	\$ -	\$ -	\$ 146,668.00

Prior Year Capital Funding - Capital

	Grant Amt	Received	Prior FY	Received	Balance Due
31	29Palms CNG Station	LTF FY18	\$ 130,000.00		\$ 130,000.00
32	Add'l Bus Stop Improv	STA FY15 Realloc	\$ 235,153.00	\$ 651.73	\$ 15,238.27
33	AVL/GPS Equipment	STA FY17	\$ 6,000.00		\$ 6,000.00
34	AVL/GPS Equipment	STA FY19	\$ 85,000.00		\$ 85,000.00
35	Bus Stop Improvements	ART 3	28,524.00	\$ 28,524.00	\$ -
36	Bus Stop Improvements	LTF FY18	70,000.00	\$ 70,000.00	\$ -
37	Bus Stop Improvements	STA FY19	70,000.00		\$ 70,000.00
38	Bus Wash System	STA FY20	\$ 67,950.00		\$ 67,950.00
39	Cost Allocation Study	STA FY19	\$ 20,000.00	\$ 17,481.00	\$ 2,519.00
40	Disp & Maint Equipment	STA FY17	\$ 10,000.00	\$ 6,210.84	\$ 2,665.93
41	Disp & Maint Equipment	STA FY18	\$ 10,000.00		\$ 8,491.98
42	Disp & Maint Equipment	STA FY19	\$ 10,000.00		\$ 10,000.00
43	Disp & Maint Equipment	STA FY20	\$ 10,000.00		\$ 10,000.00
44	Engine Overhauls	LTF FY18	75,000.00	\$ 18,750.00	\$ 56,250.00
45	Engine Overhauls	STA FY19	\$ 30,000.00	\$ 5,824.00	\$ 20,970.06
46	Engine Overhauls	STA FY20	\$ 25,000.00		\$ 25,000.00
47	JT Facility Upgrade	STA/LTF FY16	\$ 6,163.00	\$ 2,548.00	\$ 3,615.00
48	Landscape & Lighting	STA FY11 Realloc	\$ 15,000.00	\$ 11,852.00	\$ 1,223.00
49	REI Equipment	LTF FY15 Realloc	5,000.00	\$ 4,240.00	\$ 760.00
50	Roadway Project	SGR FY20	\$ 29,640.00	\$ 13,672.00	\$ 15,968.00
51	Shop Equipment	STA FY20	\$ 25,000.00	\$ 23,926.95	\$ 1,073.05
52	Short Range Transit Plan	STA FY19	\$ 107,000.00	\$ 85,817.03	\$ 19,229.88
53	TwentyNine Palms Land	LTF FY18	\$ 90,000.00	\$ 6,706.95	\$ 83,293.05
54	Vehicles: 1 Class H	5339 FY17	\$ 375,910.00		\$ 375,910.00
55	Vehicles: 1 Class E	STA FY19	\$ 68,368.00		\$ 68,368.00
56	Vehicles: 5 Replacements	CMAQ / STA	\$ 1,025,275.00	\$ 483,501.00	\$ 164,055.32
57	Video Surveillance	LTF FY18	\$ 20,000.00		\$ 20,000.00
58	Total Prior Capital Funding	\$ 2,095,306.00	\$ 0.00	\$ 899,792.77	\$ 664,824.33
					\$ 1,085,365.90

FY 20/21 Procurement Budget		APR		Year to Date	
		Grant Amt	Sent	Received	Balance Due
59	Procurement Bid Income	\$ 315,000.00		\$ 50,125.93	\$ 273,171.42
60	Procurement Bid Expenses	\$ (125,610.00)	\$ 7,783.10		\$ (37,355.03)
61	TAG Program	\$ (50,000.00)			\$ (4,652.50)
62	Total Procurement Budget	\$ 139,390.00	\$ 7,783.10	\$ 50,125.93	\$ 273,171.42
FY 20/21 TREP Budget		Grant Amt	Sent	Received	Balance Due
63	TREP Revenue FY20	5310 Balance	\$ 47,376.43		\$ 47,376.43
64	TREP Revenue FY21	5310 Award	\$ 117,668.00		\$ 117,668.00
65	Program Administrator		\$ (7,405.00)	\$ 592.62	\$ (4,568.89)
66	Client Relations Clerk		\$ (34,663.00)	\$ 2,741.20	\$ (5,818.10)
67	Mileage Reimbursements		\$ (75,600.00)	\$ 2,616.96	\$ (48,937.06)
68	Total TREP Funding		\$ 47,376.43	\$ 5,950.78	\$ 47,376.43

**MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/21
For Period ending 4/30/21**

Line	Administrative Exp.	FY 20/21		MONTH		APR		Year to Date		Year to Date	
		Budget	Budget	Budget	Actual	Budget	Actual	Variance	%		
1	Legal Expenses	0.00	0.00	0.00	0.00	0.00	0.00	\$ -	0%		
2	Insurance	3,000.00	250.00	250.00		2,500.00	2,500.00	\$ -	0%		
3	Taxicab Administrator	4,180.00	348.33	208.24		3,483.33	2,607.04	\$ (876.29)	-25%		
4	Office Clerk	2,600.00	216.67	380.29		2,166.67	2,438.27	\$ 271.60	13%		
5	Drug & Alcohol Testing	1,000.00	83.33	63.25		833.33	90.00	\$ (743.33)	-89%		
6	Background Checks	250.00	20.83	0.00		208.33	160.00	\$ (48.33)	-23%		
7	Printing/Office/Meters	250.00	20.83	162.97		208.33	426.97	\$ 218.64	105%		
8	Rent & Utilities	2,400.00	200.00	200.00		2,000.00	2,000.00	\$ -	0%		
9	Total Administrative Exp.	\$ 13,680.00	\$ 1,140.00	\$ 1,264.75		\$ 11,400.00	\$ 10,222.28	\$ (1,177.72)	-10%		

**MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income**

Line	REVENUE	FY 20/21		MONTH		APR		Year to Date		Variance	%
		Budget	Budget	Budget	Actual	Budget	Actual	Budget	Actual		
10	Driver Permit Fees	500.00	41.67	0.00		416.67	0.00	\$ (416.67)	-100%		
12	Vehicles Permit Fees	12,000.00	1,000.00	100.00		10,000.00	7,900.00	\$ (2,100.00)	-21%		
13	Driver Renewal Fees	1,080.00	90.00	120.00		900.00	480.00	\$ (420.00)	-47%		
14	Transfer Fees	0.00	0.00	0.00		0.00	0.00	\$ -	100%		
15	Fines	100.00	8.33	0.00		83.33	0.00	\$ (83.33)	-100%		
16	TOTAL REVENUE	\$ 13,680.00	\$ 1,140.00	\$ 220.00		\$ 11,400.00	\$ 8,380.00	\$ (3,020.00)	+26%		

\$ (1,842.28)

MORONGO BASIN TRANSIT AUTHORITY
Statement of Expenditures
During Fiscal Year ending 06/30/21
For Period Ending 03/31/21

Line	Administrative Exp.	FY 20/21 Budget	MAR		Year to Date		Year to Date Variance	%
			Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 117,843.00	\$ 9,064.85	\$ 9,073.60	\$ 86,116.04	\$ 84,341.25	1,774.79	2%
2	Office Salaries	164,284.00	\$ 12,637.23	10,537.14	\$ 120,053.69	\$ 97,147.99	22,905.70	19%
3	Board Members	7,000.00	\$ 583.33	0.00	\$ 5,250.00	2,600.00	2,650.00	50%
4	Payroll Taxes	7,379.00	\$ 567.62	557.71	\$ 5,392.35	5,383.97	8.38	0%
5	Health & Welfare	77,256.00	\$ 6,438.00	6,558.91	\$ 57,942.00	57,696.98	245.02	0%
6	Retirement:PERS	50,103.00	\$ 3,854.08	3,874.30	\$ 36,613.73	36,352.38	261.35	1%
7	Mileage	5,000.00	\$ 416.67	601.44	\$ 3,750.00	1,223.85	2,526.15	67%
8	Outside Services	54,601.00	\$ 4,550.08	3,009.21	\$ 40,950.75	2,756.78	38,193.97	93%
9	Prof. Fees	77,445.00	\$ 6,453.75	6,525.10	\$ 58,083.75	27,842.00	30,241.75	52%
10	Leases/Rents	7,112.00	\$ 592.67	-440.14	\$ 5,334.00	1,697.51	3,636.49	68%
11	Utilities	101,500.00	\$ 8,458.33	7,928.63	\$ 76,125.00	74,468.89	1,656.11	2%
12	Marketing/Promotions	45,493.00	\$ 3,791.08	2,392.90	\$ 34,119.75	20,262.40	13,857.35	41%
13	Office Supplies	21,245.00	\$ 1,770.42	1,671.27	\$ 15,933.75	9,397.19	6,536.56	41%
14	Postage	2,997.00	\$ 249.75	377.97	\$ 2,247.75	1,267.02	980.73	44%
15	Printing/Reproduction	16,971.00	\$ 1,414.25	0.00	\$ 12,728.25	3,939.50	8,788.75	69%
16	Tralning/Meetings	29,662.00	\$ 2,471.83	235.00	\$ 22,246.50	-496.93	22,743.43	102%
17	Interest Exp.	2,000.00	\$ 166.67	0.00	\$ 1,500.00	0.00	1,500.00	100%
18	Total Administrative	\$ 787,891.00	\$ 63,480.60	\$ 52,903.04	\$ 584,387.31	\$ 425,880.78	\$ 158,506.53	27%
Maintenance Expense								
19	Mechanic Salaries	\$ 150,959.00	\$ 11,612.23	10,646.40	\$ 110,316.19	\$ 102,200.24	8,115.95	7%
20	Misc. Work/Salaries	62,301.00	\$ 4,792.38	5,606.71	\$ 45,527.65	44,308.71	1,218.94	3%
21	Payroll Taxes	3,489.00	\$ 268.38	215.05	\$ 2,549.65	2,678.86	(129.21)	-5%
22	Health & Welfare	29,364.00	\$ 2,447.00	1,158.33	\$ 22,023.00	12,234.59	9,788.41	44%
23	Retirement:PERS	17,816.00	\$ 1,370.46	1,125.65	\$ 13,019.38	10,072.28	2,947.10	23%
24	Uniforms	4,000.00	\$ 333.33	279.23	\$ 3,000.00	1,669.11	1,330.89	44%
25	Outside Services	49,187.00	\$ 4,098.92	725.00	\$ 36,890.25	48,772.95	(11,882.70)	-32%
26	Parts	55,279.00	\$ 4,606.58	6,014.48	\$ 41,459.25	33,418.67	8,040.58	19%
27	Fluids	14,974.00	\$ 1,247.83	889.55	\$ 11,230.50	8,771.11	2,459.39	22%
28	Tires	76,799.00	\$ 6,399.92	4,252.77	\$ 57,599.25	31,096.79	26,502.46	46%
29	Accident Repair	26,369.00	\$ 2,197.42	0.00	\$ 19,776.75	0.00	19,776.75	100%
30	Tools	2,206.00	\$ 183.83	0.00	\$ 1,654.50	241.15	1,413.35	85%
31	Consulting	2,606.00	\$ 217.17	0.00	\$ 1,954.50	1,305.00	649.50	33%
32	Shop Supplies	5,990.00	\$ 499.17	0.00	\$ 4,492.50	2,258.43	2,234.07	50%
33	Facility Supplies	20,878.00	\$ 1,739.83	729.68	\$ 15,658.50	65,646.86	(49,988.36)	-319%
34	Tralning/Meetings	8,674.00	\$ 722.83	0.00	\$ 6,505.50	688.20	5,817.30	89%
35	Shelter Maintenance	2,732.00	\$ 227.67	0.00	\$ 2,049.00	1,757.34	291.66	14%
36	CNG Stations Maint.	115,874.00	\$ 9,656.17	3,662.00	\$ 86,905.50	53,322.23	33,583.27	39%
37	Total Maintenance	\$ 649,497.00	\$ 52,621.13	\$ 35,304.85	\$ 482,611.88	\$ 420,442.52	\$ 62,169.36	13%
Operations Expense								
38	Mgmt/Supv Salaries	\$ 149,048.00	\$ 11,465.23	11,016.31	\$ 108,919.69	\$ 101,823.40	7,096.29	7%
39	Operator Wages	926,913.00	\$ 71,301.00	71,422.19	\$ 677,359.50	685,260.41	(7,900.91)	-1%
40	Dispatch Wages	173,694.00	\$ 13,361.08	16,043.34	\$ 126,930.23	128,353.83	(1,423.60)	-1%
41	Payroll Taxes	29,992.00	\$ 2,307.08	2,603.43	\$ 21,917.23	19,547.50	2,369.73	11%
42	Health & Welfare	251,566.00	\$ 20,963.83	17,310.79	\$ 188,674.50	159,857.11	28,817.39	15%
43	Retirement:PERS	217,374.00	\$ 16,721.08	7,456.73	\$ 158,850.23	136,748.31	22,101.92	14%
44	Safety Incentive Program	8,800.00	\$ 733.33	0.00	\$ 6,600.00	4,100.00	2,500.00	38%
45	Workers'Comp	257,138.00	\$ 21,428.17	-3,732.45	\$ 192,853.50	169,569.55	23,283.95	12%
46	Other Employee Exp.	23,388.00	\$ 1,949.00	719.29	\$ 17,541.00	9,531.39	8,009.61	46%
47	Mileage	1,800.00	\$ 150.00	0.00	\$ 1,350.00	104.65	1,245.35	92%
48	Uniforms	13,254.00	\$ 1,104.50	329.97	\$ 9,940.50	8,669.49	1,271.01	13%
49	Outside Services	16,325.00	\$ 1,360.42	2,329.00	\$ 12,243.75	19,057.95	(6,814.20)	-56%
50	Tel/Cell/Internet/Fax	31,323.00	\$ 2,610.25	2,797.13	\$ 23,492.25	23,711.05	(218.80)	-1%
51	Radio Expense	10,000.00	\$ 833.33	684.17	\$ 7,500.00	6,941.64	558.36	7%
52	Fuel	230,958.00	\$ 19,246.50	15,023.84	\$ 173,218.50	120,832.11	52,386.39	30%
53	Trainings/Meetings	4,400.00	\$ 366.67	0.00	\$ 3,300.00	0.00	3,300.00	100%
54	Insurance	340,964.00	\$ 28,413.67	-250.00	\$ 255,723.00	199,695.88	56,027.12	22%
55	Deferred Comp Match	33,660.00	\$ 2,589.23	2,629.24	\$ 25,245.00	24,757.78	487.22	2%
56	Total Operations	\$ 2,720,597.00	\$ 216,904.36	\$ 146,382.98	\$ 2,011,658.88	\$ 1,818,562.05	\$ 193,096.83	10%
57	Grand Total of Op Exp	\$ 4,157,985.00	\$ 333,006.09	\$ 234,590.87	\$ 3,078,658.08	\$ 2,664,885.35	\$ 413,772.73	13%

MORONGO BASIN TRANSIT AUTHORITY

Statement of Income

03/31/21

Other Revenue

		MAR		YTD Bdgt	YTD Actual		
1	Interest	\$ 152.00	12.67	13.94	114.00	\$ 5,933.21	\$ 5,819.21 5105%
2	Other Revenue	3,000.00	250.00	200.00	2,250.00	1,964.80	\$ (285.20) -13%
3	CNG Fuel	11,889.00	990.75	6,233.39	8,916.75	47,998.04	\$ 39,081.29 100%
4	Gain on Sale of Assets	0.00	0.00	0.00	0.00	24,000.00	24,000.00 0%
5	Total Other Revenue	\$ 15,041.00	\$ 1,253.42	\$ 6,447.33	\$ 11,280.75	\$ 79,896.05	\$ 68,615.30 608%

Passenger Fares

		MAR		YTD Bdgt	YTD Actual		
6	Fixed Route	\$ 124,000.00	10,333.33	11,305.32	93,000.00	\$ 83,293.51	\$ (9,706.49) -10%
7	Ready Ride	42,000.00	3,500.00	995.26	31,500.00	27,590.11	\$ (3,909.89) -12%
8	Palm Spr./Palm Des.	14,000.00	1,166.67	1,138.45	10,500.00	10,546.59	\$ 46.59 0%
9	Office Passes	20,000.00	1,666.67	209.00	15,000.00	10,209.25	\$ (4,790.75) -32%
10	CMC Subsidy	LCTOP	\$ 77,065.00	\$ 6,422.08	\$ 430.00	\$ 57,798.75	\$ 5,130.00 \$ 14,136.25 24%
11	Total Fare Revenue	\$ 277,065.00	\$ 23,088.75	\$ 14,078.03	\$ 207,798.75	\$ 136,769.46	\$ (71,029.29) -34%

Current Support Funding - Operations

		Received	Prior FY	Received	Balance Due
12	Local Transit Funds	2,836,359.00		\$ 2,127,269.25	\$ 709,089.75
13	Section 5311 Operating Asst	421,203.00			\$ 421,203.00
14	Cares ACT (Supplemental 5311)	475,517.00			\$ 475,517.00
15	Measure I	92,800.00	\$ 14,023.90	\$ 101,076.53	\$ (8,276.53)
16	AB 2766	40,000.00		\$ 40,000.00	\$ -
17	Total Sup. Fund.Ops	\$ 3,865,879.00	\$ 14,023.90	\$ 2,268,345.78	\$ 1,597,533.22
18	Total Operating Revenues	\$ 4,157,985.00	\$ 34,549.26	\$ 2,485,011.29	\$ 1,595,119.23

Prior Year Support Funding - Operations

	Grant Amt	Received	Prior FY	Received	Balance Due
19	Section 5311 Operating Asst FY20	421,203.00			\$ 421,203.00
20	Cares ACT (Supplemental 5311) FY20	441,449.00		\$ 441,449.00	\$ -
21	Total Prior Year Operating Revenues	\$ 862,652.00	\$ -	\$ -	\$ 421,203.00

Current Year Capital Funding - Capital

	Grant Amt	Received	Prior FY	Received	Balance Due
22	Disp & Maint Equip STA FY21	\$ 10,000.00			\$ 10,000.00
23	Fare Media Structure STA FY21	\$ 50,000.00			\$ 50,000.00
24	Bus Wash System STA FY21	\$ 7,500.00			\$ 7,500.00
25	Enclosed Bike Racks ART 3	\$ 29,380.00			\$ 29,380.00
26	Class H Replacement Vehicles CMAQ	\$ 1,214,400.00			\$ 1,214,400.00
27	Engine Overhauls SGR FY21	\$ 25,000.00	\$ 7,631.00	\$ 16,356.00	\$ 8,644.00
28	Supervisor Van SGR FY21	\$ 30,185.00		\$ 30,185.00	\$ -
29	Bus Stop Improvements SGR FY21/LCTOP	\$ 145,124.00	\$ 23,265.00	\$ 100,127.00	\$ 44,997.00
30	Total Current Capital Funding	\$ 1,511,589.00	\$ 30,896.00	\$ -	\$ 146,668.00 \$ 1,364,921.00

Prior Year Capital Funding - Capital

	Grant Amt	Received	Prior FY	Received	Balance Due
31	29Palms CNG Station LTF FY18	\$ 130,000.00			\$ 130,000.00
32	Add'l Bus Stop Improv STA FY15 Realloc	\$ 235,153.00	\$ 219,263.00	\$ 651.73	\$ 15,238.27
33	AVL/GPS Equipment STA FY17	\$ 6,000.00			\$ 6,000.00
34	AVL/GPS Equipment STA FY19	\$ 85,000.00			\$ 85,000.00
35	Bus Stop Improvements ART 3	\$ 28,524.00		\$ 28,524.00	\$ -
36	Bus Stop Improvements LTF FY18	\$ 70,000.00		\$ 70,000.00	\$ -
37	Bus Stop Improvements STA FY19	\$ 70,000.00			\$ 70,000.00
38	Bus Wash System STA FY20	\$ 67,950.00			\$ 67,950.00
39	Cost Allocation Study STA FY19	\$ 20,000.00	\$ 17,481.00		\$ 2,519.00
40	Disp & Maint Equipment STA FY17	\$ 10,000.00	\$ 6,210.84	\$ 1,123.23	\$ 2,665.93
41	Disp & Maint Equipment STA FY18	\$ 10,000.00		\$ 1,508.02	\$ 8,491.98
42	Disp & Maint Equipment STA FY19	\$ 10,000.00			\$ 10,000.00
43	Disp & Maint Equipment STA FY20	\$ 10,000.00			\$ 10,000.00
44	Engine Overhauls LTF FY18	\$ 75,000.00	\$ 18,750.00		\$ 56,250.00
45	Engine Overhauls STA FY19	\$ 30,000.00	\$ 5,824.00	\$ 3,205.94	\$ 20,970.06
46	Engine Overhauls STA FY20	\$ 25,000.00			\$ 25,000.00
47	JT Facility Upgrade STA/LTF FY16	\$ 6,163.00	\$ 2,548.00		\$ 3,615.00
48	Landscape & Lighting STA FY11 Realloc	\$ 15,000.00	\$ 11,852.00	\$ 1,925.00	\$ 1,223.00
49	REI Equipment LTF FY15 Realloc	\$ 5,000.00	\$ 4,240.00		\$ 760.00
50	Roadway Project SGR FY20	\$ 29,640.00	\$ 13,672.00	\$ 15,968.00	\$ -
51	Shop Equipment STA FY20	\$ 25,000.00	\$ 23,926.95		\$ 1,073.05
52	Short Range Transit Plan STA FY19	\$ 107,000.00	\$ 85,817.03	\$ 1,953.09	\$ 19,229.88
53	Twenty-nine Palms Land LTF FY18	\$ 90,000.00	\$ 6,706.95		\$ 83,293.05
54	Vehicles: 1 Class H 5339 FY17	\$ 375,910.00		\$ 375,910.00	\$ -
55	Vehicles: 1 Class E STA FY19	\$ 68,368.00			\$ 68,368.00
56	Vehicles: 5 Replacements CMAQ / STA	\$ 1,025,275.00	\$ 483,501.00	\$ 164,055.32	\$ 377,718.68
57	Video Surveillance LTF FY18	\$ 20,000.00			\$ 20,000.00
58	Total Prior Capital Funding	\$ 2,095,306.00	\$ 0.00	\$ 899,792.77	\$ 664,824.33 \$ 1,085,365.90

		MAR			Year to Date		
		Grant Amt	Sent	Received	Sent	Received	Balance Due
FY 20/21 Procurement Budget							
59	Procurement Bid Income	\$ 315,000.00		\$ 15,755.40		\$ 223,045.49	\$ 91,954.51
60	Procurement Bid Expenses	\$ (125,610.00)	\$ 7,712.00		\$ 80,471.87		\$ (45,138.13)
61	TAG Program	\$ (50,000.00)			\$ 45,347.50		\$ (4,652.50)
62	Total Procurement Budget	\$ 139,390.00	\$ 7,712.00	\$ 15,755.40	\$ 125,819.37	\$ 223,045.49	\$ 97,226.12
FY 20/21 TREP Budget							
63	TREP Revenue FY20	5310 Balance	\$ 47,376.43		\$ 13,688.03		\$ 47,376.43
64	TREP Revenue FY21	5310 Award	\$ 117,668.00				\$ 117,668.00
65	Program Administrator		\$ (7,405.00)	\$ 296.31		\$ 2,243.49	\$ (5,161.51)
66	Client Relations Clerk		\$ (34,663.00)	\$ 2,741.20		\$ 26,103.70	\$ (8,559.30)
67	Mileage Reimbursements		\$ (75,600.00)	\$ 2,661.24		\$ 24,045.98	\$ (51,554.02)
68	Total TREP Funding		\$ 47,376.43	\$ 5,698.75	\$ 13,688.03	\$ 52,393.17	\$ 47,376.43

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
 During Fiscal Year ending 6/30/21
 For Period ending 3/31/21

Line	FY 20/21	MONTH		MAR	Year to Date		Year to Date	
		Budget	Budget		Budget	Actual	Variance	%
	Administrative Exp.							
1	Legal Expenses	0.00	0.00	0.00	0.00	0.00	\$ -	0%
2	Insurance	3,000.00	250.00	250.00	2,250.00	2,250.00	\$ -	0%
3	Taxicab Administrator	4,180.00	348.33	119.94	3,135.00	2,398.80	\$ (736.20)	-23%
4	Office Clerk	2,600.00	216.67	218.31	1,950.00	2,057.98	\$ 107.98	6%
5	Drug & Alcohol Testing	1,000.00	83.33	0.00	750.00	26.75	\$ (723.25)	-96%
6	Background Checks	250.00	20.83	96.00	187.50	160.00	\$ (27.50)	-15%
7	Printing/Office/Meters	250.00	20.83	31.00	187.50	264.00	\$ 76.50	41%
8	Rent & Utilities	2,400.00	200.00	200.00	1,800.00	1,800.00	\$ -	0%
9	Total Administrative Exp.	\$ 13,680.00	\$ 1,140.00	\$ 915.25	\$ 10,260.00	\$ 8,957.53	\$ (1,302.47)	-13%

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

Line	FY 20/21	MONTH		MAR	Year to Date		Varlance	%
		Budget	Budget		Budget	Actual		
	REVENUE							
10	Driver Permit Fees	500.00	41.67	0.00	375.00	0.00	\$ (375.00)	-100%
12	Vehicles Permit Fees	12,000.00	1,000.00	1,700.00	9,000.00	7,800.00	\$ (1,200.00)	-13%
13	Driver Renewal Fees	1,080.00	90.00	240.00	810.00	360.00	\$ (450.00)	-56%
14	Transfer Fees	0.00	0.00	0.00	0.00	0.00	\$ -	100%
15	Fines	100.00	8.33	0.00	75.00	0.00	\$ (75.00)	-100%
16	TOTAL REVENUE	\$ 13,680.00	\$ 1,140.00	\$ 1,940.00	\$ 10,260.00	\$ 8,160.00	\$ (2,100.00)	-20%

\$ (797.53)

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 19, 2021
RE: Administrative Report

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 5.6



May 20, 2021

Administrative Report

The following administrative report includes reporting information for the following month(s): March and April.

Audits

Auditor staff from Eide Bailey have been in discussion with MBTA to schedule the agency's annual financial audit. Tentatively schedules from July 26th – July 30th, the audit team will be onsite conducting their fieldwork. It's anticipated that the audit will conclude in December 2021 and present the results of the final report to the board once made available to staff.

Marketing

During the last Multimodal Interconnectivity Working Group (Transit Operators within SBD County) had a kick off meeting to discuss a countywide marketing effort to help welcome back those passengers that stopped riding during the pandemic. Staff is expecting to run this campaign using printed material, social media, website and radio messages. This marketing effort is being provided by SBCTA through the assistance of Transit Marketing LLC. and AMMA Transit Planning. Attached is a sample in early concept that may vary from the final produced.

Projects

Staff is currently working with agency's engineering firm who is putting together an RFP for some facility roadway work and complete lot resurfacing. This project is being paid for through the State of Good Repair. Once the RFP is complete staff will bring before the board at a future meeting for approval to proceed.

COVID -19 Updates

On Thursday, May 16th the CDC issued new guidance on the use of masks by vaccinated people, while the state has not adopted the CDC's recommendations at this time. When the time arrives in which the wearing of mask has been relaxed, a federal mandate will still be in place until at least September unless modified earlier. The US Department of Transportation issued a statement following the CDC's guidance that "reminds the traveling public that at this time if you travel, you are still required to wear a mask on planes, buses, trains, and other forms of public transportation traveling into, within, or out of the United States, and in U.S. transportation hubs such as airports and stations. Staff is in the process of reiterating these requirements to the public.

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Transportation Authority

MORONGO BASIN TRANSIT AUTHORITY

TO: Mark Goodale, General Manager
FROM: Matthew Atkins, Operations Manager
DATE: May 19, 2021
RE: Operations Report

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 5.7



May 19, 2021

Operations Report

PERSONNEL

Staffing

Total Coach Operators – March – 26, April – 26

Total Dispatchers – March – 4, April – 4

Overtime

Operators – March – 1.53%, April – 2.34%

Dispatchers – March – 0.12%, April – 4.75%

OPERATIONS/ SAFETY/ CUSTOMER SERVICE

On time performance for the reporting period:

Ready Ride – March – 99.8%, April – 99.4%

Fixed Route – March – 94.6%, April – 97.7%

Staff received 1 customer contact for March and April. This contact was recorded as a complaint about a driver. The complaint has been addressed with driver/ dispatch staff. Customer did not provide contact information for follow up.

MBTA celebrated Transit Appreciation Day on March 18th by providing lunch from Firehouse Subs to all employees. Operations staff delivered lunch and cold drinks out to those on the road while office staff and drivers starting their shift were able to get lunch at the office. Those that had the day off received a gift card to enjoy a meal on MBTA at a later date/time.

As of April 30, 2021, MBTA completed 85 days free of any preventable accidents and /or injuries. May 15th marked the 100th consecutive day without any preventable accidents and /or injuries and all employees were thanked with their well-deserved safety bonus.

EMPLOYEE TRAINING/RECRUITMENT

During the week of May 11th through May 14th, operations staff attended the virtual FTA Drug and Alcohol National Conference. This was a great opportunity to attend sessions to learn and ask questions of FTA employees/auditors regarding various aspects of the required drug and alcohol program and regulations that govern.

On May 12th, the Safety and Training Supervisor attended a Cal/OSHA COVID-19 Regulations and Best Practices webinar to ensure that MBTA is staying in compliance with current state requirements.

MAINTENANCE

The following is the maintenance mileage, road call and cost per mile information for March and April:

March - 0 road calls and 0 tow
Mileage 60,983 with a CPM (cost per mile) of \$0.58

April - 1 road calls and 1 tow
Mileage – 60,291 with a CPM (cost per mile) of \$0.87

TAXI

Cab Companies – March - 3, April – 3
Registered Cabs – March - 5, April – 6
Registered Drivers - March - 9, April – 9
New Driver Permits – March - 0, April – 0
Permit Renewals – March - 4, April – 2
Denied Applications – March - 0, April – 0

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 18, 2021

RE: Pacific Western Bank Credit Line

The MBTA annually renews a line of credit that the agency maintains with Pacific Western Bank in the amount of \$500,000.

The MBTA is required to pay invoices up front and submit these for reimbursement from the variety of grants. These reimbursements take up to eight weeks before MBTA receives the funds applied for. Staff will endeavor to process reimbursements as expeditiously as possible in order to minimize use of the credit line.

STAFF RECOMMENDATION: ADOPT RESOLUTION 21-03

MORONGO BASIN TRANSIT AUTHORITY

RESOLUTION 21-03

A RESOLUTION OF THE BOARD OF THE MORONGO BASIN TRANSIT AUTHORITY ("Authority"), OF SAN BERNARDINO COUNTY, AUTHORIZING A BANK LINE OF CREDIT

WHEREAS, the Authority has a need to borrow funds during those occasions that operating support funds from other governmental entities are not received in a timely fashion, and

WHEREAS, it is anticipated that a similar lag in the timely funding of capital improvement procurements from federal, state and local funding sources may occur;

BE IT RESOLVED, that the Board of Directors does hereby authorize a credit line with Pacific Western Bank in an amount not to exceed \$500,000, and subject to such terms as outlined in the Business Loan Agreement as approved and renewed by the Chairman of the Board and MBTA Counsel.

BE IT FURTHER RESOLVED, that the General Manager, Chair and Vice Chair or their successors whose signature appears on the Bank's regular signature cards shall be authorized to facilitate the utilization of this credit line.

PASSED AND ADOPTED, by the Board of Directors of the Morongo Basin Transit Authority in San Bernardino County, State of California, on the 27th DAY OF MAY 2021.

Chair of the Board

I HEREBY CERTIFY that the foregoing Resolution was duly passed and adopted by the Board of Directors of the Morongo Basin Transit Authority at a regular meeting thereof, held on the 27th DAY OF MAY 2021.

AYES:

NAYS:

ABSENT:

Assistant Board Secretary

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 19, 2021

RE: Resolution 21-04 to Authorize the General Manager to apply for Fiscal Years 2021/22, 2022/23 and 2023/24 Grant Funding for Capital and Operating Assistance

This resolution authorizes the General Manager to apply for Fiscal Years 2021/22, 2022/23 and 2023/24 Grant Funding for Capital and Operating Assistance.

RECOMMENDATION: ADOPT RESOLUTION 21-04

MORONGO BASIN TRANSIT AUTHORITY

RESOLUTION 21-04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MORONGO BASIN TRANSIT AUTHORITY OF SAN BERNARDINO COUNTY AUTHORIZING THE GENERAL MANAGER TO APPLY FOR FISCAL YEARS 2021/22, 2022/23 and 2023/24 GRANT FUNDING FOR CAPITAL AND OPERATING ASSISTANCE ON BEHALF OF THE MBTA

WHEREAS, the Bylaws contain the provision that the General Manager shall sign contracts and documents on behalf of the MBTA, and

WHEREAS, the Board wishes to extend this authorization to the signing of documents required for Grants on behalf of the MBTA.

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Morongo Basin Transit Authority as follows:

1. The General Manager is authorized to apply for grant funding for CMAQ Funding for Capital Assistance for the purchase of CNG vehicles under Section 5311 CMAQ program.
2. The General Manager is authorized to apply for Section 5311 Operating Funds.
3. The General Manager is authorized to apply for Section 5339 Funds.
4. The General Manager is authorized to apply for grant funding for Capital Assistance for an Inter-City Transfer Site under Section 5311(f).
5. The General Manager is authorized to apply for grant funding for Capital Assistance for intercity bus shelters under Section 5311(f).
6. That the General Manager is authorized to sign any documents required for Grants and Grant Applications on behalf of the MBTA and is authorized to furnish such additional information as the U.S. Department of Transportation, the Federal Transportation Agency or any other governmental granting agency may require in connection with those applications for the program of projects.
7. That the General Manager is authorized to set forth and execute affirmative minority business policies pursuant to those grant procurement regulations.

PASSED AND ADOPTED by the Board of Directors of the Morongo Basin Transit Authority in San Bernardino County, State of California, on this 27th DAY OF MAY 2021.

Chairman of the Board

I HEREBY CERTIFY that the foregoing Resolution was duly passed and adopted by the Board of Directors of the Morongo Basin Transit Authority at a regular meeting thereof, held on the 27th DAY OF MAY 2021.

AYES:
NAYS:
ABSENT:

Assistant Board Secretary

MORONGO BASIN TRANSIT AUTHORITY

TO: Mark Goodale, General Manager
FROM: Cheri Holsclaw, Office Manager
DATE: April 12, 2021
RE: Transportation Reimbursement Escort Program (TREP) Update

TREP is a mileage reimbursement transportation program designed to provide an incentive for volunteer drivers to assist eligible individuals who are unable to access public transportation or drive by providing necessary, escorted transportation.

This program began January 4, 2018 using 5310 grant funding that allows MBTA to provide an additional resource to help fill transportation gaps that exists in the Basin, helping people in accessible parts of MBTA's service area get to town for lifeline services until Dec 31, 2022.

TREP KEY POINTS

- TREP Committee reviews applications: Teresa Dellinger, Patrick Ferree & Ben Sasnett
- Once forms are verified for eligibility, MBTA allocates:
 - A monthly mileage limit of 300 miles
 - Mileage reimbursement rate of 30 cents per mile
- The Rider is responsible for recruiting their volunteer driver.
- The Rider keeps track of the trips and miles driven to transport them.

PROGRAM TOTAL INFORMATION

146 Applications Received: 151 Approved, 3 Denied & 1 Pending
279,028 miles have been reimbursed since January 2018.

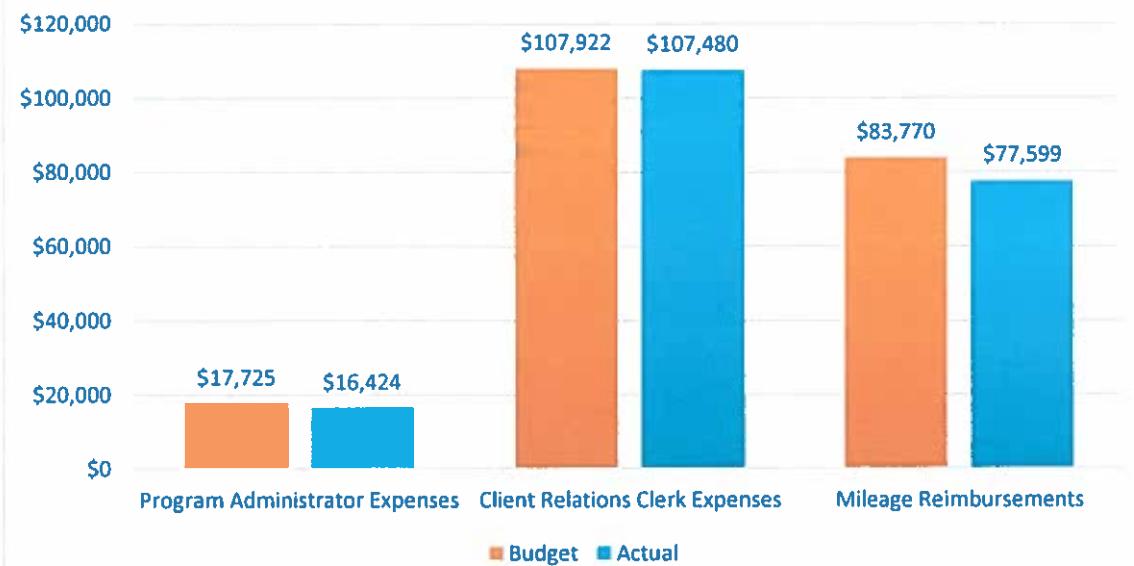


Total Number of Trips



	Revenue	Expense	Balance
5310 Grant Original	\$180,117		
5310 Grant Extended		\$235,336	
Program Administrator		\$16,424	
Client Relations Clerk		\$107,480	
Mileage Reimbursements		\$77,599	
Total	\$415,453		\$201,503
			\$213,950

Budget vs Actual Expenses



RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 5.10

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, GM 
DATE: May 19, 2021

RE: Board Member Stipend

Since 2008 the MBTA has provided its serving Board of Directors with a \$100 stipend per meeting attended. Recently the board adopted to modify its meeting schedule to every other month, with this change staff is bringing before the board an opportunity to discuss making adjustments to the current stipend amount to reflect the recent change to the meeting schedule. Staff has made adjustments to the final budget to reflect possible change.

STAFF RECOMMENDATION: DISCUSS AND PROVIDE STAFF WITH DIRECTION OR NO ACTION NECESSARY

ITEM. 8.1

MORONGO BASIN TRANSIT AUTHORITY

To: MBTA Board of Directors
From: Mark Goodale, General Manager 
Date: May 19, 2021

Re: Approval of FY 2021-22 MBTA Budgets

Presented for your review and approval is the FY 2021-22 Final Operating, Capital and Taxicab Budgets for the Morongo Basin Transit Authority.

Change(s) from draft budget:

The operating costs went from 5.24% in the draft budget to 5.58% for the final as being presented. This minimal increase was due to the following:

Line 59: Workers' Comp – Final premium rates provided to agency (36.11% vs. 34.95%)

Line 68: Insurance – Final premium rates provided to agency (5.86% vs. 3.02%)

Attached for your reference are the following:

- MBTA Operating and Capital Budgets
- Exhibit B - Taxicab Administration Budget
- Staff Report for Draft Budget
- SBCTA Transit Claim System Form

STAFF RECOMMENDATION: CONDUCT PUBLIC HEARING AND APPROVE MBTA FY 2020-21 OPERATING, CAPITAL AND TAXICAB BUDGETS; AUTHORIZE MBTA TO SUBMIT TRANSIT CLAIM

MBTA 2021-22 DRAFT BUDGET

Operations Budget

Line	Revenue Section	Approved FY21 Budget	FY 2021 Estimate	Proposed FY22 Budget	Notes	% Chg.
1	Passenger Fares	\$ 200,000	\$ 196,230	\$ 200,000		0.00%
2	LCTOP CMC Subsidy	\$ 77,065	\$ 77,065	\$ -		100.00%
3	FTA Section 5311	\$ 421,203	\$ 421,203	\$ 437,331		3.83%
4	Other	\$ 15,041	\$ 26,237	\$ 20,639	<i>Increased CNG Sales</i>	37.22%
5	Measure I	\$ 92,800	\$ 92,800	\$ 140,500		51.40%
6	AB 2766	\$ 40,000	\$ 40,000	\$ 40,000		0.00%
7	LTF	\$ 2,836,359	\$ 2,836,359	\$ 3,551,349		25.21%
8	CARES Act (Supplement 5311)	\$ 475,517	\$ 475,517	\$ -	<i>Coronavirus Aid Security Act</i>	-100.00%
9	Total Revenues:	\$ 4,157,985	\$ 4,165,412	\$ 4,389,819		5.58%

Line	Administrative Expenses	Approved FY21 Budget	FY 2021 Estimate	Proposed FY22 Budget	Notes	% Chg.
10	General Manager	\$ 117,843	\$ 118,100	\$ 120,082	1.9% COLA	1.90%
11	Office Manager	\$ 89,604	\$ 89,604	\$ 91,306	1.9% COLA	1.90%
12	Office Clerk (1)	\$ 54,402	\$ 54,402	\$ 58,155	1.9% COLA + Merit	6.90%
13	Office Clerk (2)	\$ 20,277	\$ 20,277	\$ 20,663	1.9% COLA	1.90%
14	Board Meetings	\$ 7,000	\$ 3,800	\$ 6,300		-10.00%
15	Payroll taxes	\$ 7,379	\$ 8,274	\$ 7,888		6.90%
16	Health & Welfare	\$ 77,256	\$ 80,152	\$ 78,780		1.97%
17	Retirement	\$ 50,103	\$ 48,262	\$ 50,215	<i>Employer Rate per CalPERS</i>	0.22%
18	Mileage	\$ 5,000	\$ 1,030	\$ 5,000		0.00%
19	Outside Services	\$ 54,601	\$ 36,680	\$ 45,640		-16.41%
20	Prof. Fees	\$ 77,445	\$ 46,796	\$ 58,796		-24.08%
21	Leases/Rents/Software	\$ 7,112	\$ 4,080	\$ 5,712		-19.68%
22	Utilities	\$ 101,500	\$ 105,078	\$ 105,078		3.53%
23	Marketing/Promotions	\$ 45,493	\$ 27,058	\$ 40,493		-10.99%
24	Office Supplies	\$ 21,245	\$ 12,234	\$ 16,882		-20.53%
25	Postage	\$ 2,997	\$ 1,500	\$ 2,400		-19.92%
26	Printing & Reproduction	\$ 16,971	\$ 7,880	\$ 12,071		-28.87%
27	Training/Meetings	\$ 29,662	\$ 14,831	\$ 14,831		-50.00%
28	Interest Exp.	\$ 2,000	\$ -	\$ 2,000		0.00%
29	Total Administration:	\$ 787,891	\$ 680,037	\$ 742,293		-5.79%

Line	Maintenance Expenses	Approved FY21 Budget	FY 2021 Estimate	Proposed FY22 Budget	Notes	% Chg.
30	Lead Tech Supervisor	\$ 82,884	\$ 82,884	\$ 88,603	1.9% COLA + Merit	6.90%
31	Mechanic	\$ 68,075	\$ 68,075	\$ 72,772	1.9% COLA + Merit	6.90%
32	Utility Worker	\$ 42,024	\$ 42,024	\$ 38,147	1.9% COLA. New personnel	-9.22%
33	Maint Admin	\$ 20,277	\$ 20,277	\$ 20,663	1.9% COLA	1.90%
34	Payroll Taxes	\$ 3,489	\$ 3,724	\$ 3,730		6.90%
35	Health & Welfare	\$ 29,364	\$ 15,042	\$ 29,364		0.00%
36	Retirement	\$ 17,816	\$ 13,562	\$ 17,651	<i>Employer Rate per CalPERS</i>	-0.92%
37	Uniforms	\$ 4,000	\$ 1,804	\$ 2,500		-37.50%
38	Outside Services	\$ 49,187	\$ 83,132	\$ 49,187		0.00%
39	Parts*	\$ 55,279	\$ 47,990	\$ 56,329		1.90%
40	Fluids*	\$ 14,974	\$ 8,116	\$ 15,259	<i>Projected Cost increase</i>	1.90%
41	Tires*	\$ 76,799	\$ 44,310	\$ 55,000		-28.38%
42	Accident Repair	\$ 26,369	\$ -	\$ 26,369	<i>Deductible costs</i>	0.00%
43	Tools	\$ 2,206	\$ 482	\$ 2,206		0.00%
44	Consulting	\$ 2,606	\$ 30	\$ 2,606		0.00%
45	Shop Supplies	\$ 5,990	\$ 2,896	\$ 4,000		-33.22%
46	Facility Supplies	\$ 20,878	\$ 69,718	\$ 25,054	<i>Increase cost to cleaning supplies and PPE</i>	20.00%
47	Training/Meetings	\$ 8,674	\$ 1,376	\$ 6,174		-28.82%
48	Shelter Maintenance	\$ 2,732	\$ 2,708	\$ 2,784		1.90%
49	CNG Stations Maintenance	\$ 115,874	\$ 70,188	\$ 115,874	<i>Increased repair frequency and parts costs</i>	0.00%
50	Total Maintenance:	\$ 649,498	\$ 578,338	\$ 634,273		-2.34%

Line	Operations Expenses	Approved FY21 Budget	FY 2021 Estimate	Proposed FY22 Budget	Notes	% Chg.
51	Operations Manager	\$ 99,312	\$ 99,312	\$ 106,165	1.9% COLA + Merit	6.90%
52	Safety & Training Supervisor	\$ 49,736	\$ 49,736	\$ 53,168	1.9% COLA + Merit	6.90%
53	Operator Wages	\$ 926,913	\$ 996,907	\$ 928,353	1.9% COLA + Merits	0.16%
54	Dispatch Wages	\$ 173,694	\$ 180,269	\$ 176,952	1.9% COLA + Merits	1.88%
55	Payroll Taxes	\$ 29,992	\$ 29,047	\$ 30,351		1.20%
56	Health & Welfare	\$ 251,566	\$ 220,958	\$ 444,904	<i>New CERBT Trust</i>	76.85%
57	Retirement	\$ 217,374	\$ 226,168	\$ 229,799	<i>New CEPPT Trust</i>	5.72%
58	Safety Incentive Program	\$ 8,800	\$ 8,200	\$ 8,800		0.00%
59	Workers' Comp.	\$ 257,138	\$ 216,734	\$ 350,000	<i>Increased Rates (Prism Provided)</i>	36.11%
60	Other Employee Exp.	\$ 23,388	\$ 10,596	\$ 19,988		-14.54%
61	Mileage	\$ 1,800	\$ 210	\$ 1,850		2.78%
62	Uniforms	\$ 13,254	\$ 15,672	\$ 11,152		-15.86%
63	Outside Services	\$ 16,325	\$ 33,060	\$ 16,635		1.90%
64	Tel/cell/internet/fax etc.	\$ 31,323	\$ 27,450	\$ 32,638		4.20%
65	Radio Exp.	\$ 10,000	\$ 12,516	\$ 11,000		10.00%
66	Fuel	\$ 230,958	\$ 142,910	\$ 192,506		-16.65%
67	Training/Meetings	\$ 4,400	\$ -	\$ 4,400		0.00%
68	Insurance	\$ 340,964	\$ 246,018	\$ 360,933		5.86%
69	Deferred Comp Match	\$ 33,660	\$ 31,112	\$ 33,660	<i>Increased Employee Participation</i>	0.00%
70	Total Operations:	\$ 2,720,596	\$ 2,546,875	\$ 3,013,253		10.76%

71	Grand Total Operations:	\$ 4,157,985	\$ 3,805,250	\$ 4,389,819		5.58%
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Capital Budget

Line	FY 21-22 Capital Budget	STAF	ART 3	CMAQ	SGR	LTF	LCTOP	TOTAL
72	Operations Support Equipment	\$ 25,000						\$ 25,000
73	Engine Overhauls				\$ 35,000			\$ 35,000
74	Shop Equipment				\$ 15,000			\$ 15,000
75	Cashless Fare System (TT)	\$ 103,200						\$ 103,200
76	Facility Facelift Repairs				\$ 38,115			\$ 38,115
77	Shop Vehicle Replacement				\$ 39,000			\$ 39,000
78	Zero Emission Pilot Bus						\$ 86,421	\$ 86,421
79	Revenue Vehicle Replacements	\$ 111,501		\$ 175,575				\$ 287,076
80	Adobe & Raymond Bus Stop	\$ 17,403	\$ 30,621					\$ 48,024
81	MBTA Reserves					\$ 282,661		\$ 282,661
82	Total Capital Budget:	\$ 257,104	\$ 30,621	\$ 175,575	\$ 127,115	\$ 282,661	\$ 86,421	\$ 959,497

TREP Budget

Line	FY 21-22 Trep Budget	Revenue	Expenses	TOTAL
83	5310 Grant Award	\$ 117,668		\$ 117,668
84	Program Administrator		\$ 7,405	\$ (7,405)
85	Client Relations Clerk		\$ 34,663	\$ (34,663)
86	Mileage Reimbursements		\$ 75,600	\$ (75,600)
87	Total TREP Budget:	\$ 117,668	\$ 117,668	\$ -

Procurement Budget

Line	FY 21-22 Procurement Budget	Revenue*	Expenses	TOTAL
88	Procurement Bid Income	Conservative Estimate	\$ 275,000	\$ 275,000
89	TAG Program		\$ 50,000	\$ (50,000)
90	Procurement Bid Expenses	Director, Consulting, Legal, Meetings, etc.	\$ 135,000	\$ (135,000)
91	Total Procurement Budget:	\$ 275,000	\$ 185,000	\$ 90,000

*Revenue estimate-based on expected sales. To be incorporated into support funding upon receipt.

Taxi Budget

Line	FY 21-22 Taxi Budget	Revenue	Expenses	TOTAL
92	Revenue	\$ 7,080		\$ 7,080
93	Administrative Expenses		\$ 11,346	\$ (11,346)
94	Total Taxi Budget:	\$ 7,080	\$ 11,346	\$ (4,266)

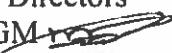
EXHIBIT B

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
FY 2021/22 BUDGET

Line	Administrative Exp.	FY 19/20 Budget	FY 19/20 Estimate	Proposed FY 20/21	Notes
1	Legal Expenses	3,000.00	0.00	0.00	
2	Insurance	3,000.00	3,000.00	3,000.00	
3	Taxicab Administrator	3,132.24	5,595.67	2,496.00	
4	Office Clerk	2,287.08	3,242.84	2,500.00	
5	Drug & Alcohol Testing	2,115.00	899.33	500.00	
6	Background Checks	576.00	213.33	200.00	
7	Printing/Office Supplies	500.00	378.67	250.00	
8	Rent & Utilities	2,400.00	2,400.00	2,400.00	
9	TOTAL EXPENSES	13,967.04	15,729.84	11,346.00	

Line	REVENUE				
10	Driver Permit Fees	900.00	800.00	500.00	<i>5 New Taxi Drivers</i>
11	Vehicle Fees	15,000.00	16,080.00	6,000.00	<i>5 Registered Cabs</i>
12	Driver Renewal Fees	1,500.00	840.00	480.00	<i>8 Registered Drivers</i>
13	Transfer Fees	0.00	0.00	0.00	
14	Fines	100.00	0.00	100.00	
15	TOTAL REVENUE	14,280.00	17,720.00	7,080.00	

MORONGO BASIN TRANSIT AUTHORITY

To: MBTA Board of Directors
From: Mark Goodale, GM 
Date: March 17, 2021

Re: FY 2021/22 Draft MBTA Operating and Capital Budgets

Presented for your review is MBTA's FY 2021/22 Draft Operating and Capital Budgets.

Revenue Summary -

- Conservative estimate of fares to collect in the FY21 budget is \$200,000.
- Federal (5311) funding for FY22 is \$421,203, estimated to be approximately the same as FY21.
- Other \$20,639 – CNG Fuel Sold, Interest, etc.
- Measure I Operations Funds - \$140,500. Measure I, a half-cent sales tax collected throughout San Bernardino County for transportation improvements for service to the Senior and Disabled.
- AB2766- MDAQMD - \$40,000. On-going fixed apportionment. AB2766 is a bill that authorizes a \$6 motor vehicle registration fee surcharge to provide funds to local jurisdictions that assist in the reduction of mobile source emissions (such as funding of transit operations)
- LTF available for transit operations is \$3,553,400 budgeted to cover operating expenses. LTF comes from .25% of sales tax generated within the County. The Transportation Development Act (TDA) provides the Local Transportation Fund (LTF), which is a major source of funding for public transportation. These funds are for the development and support of public transportation needs that exist in the basin and are allocated to area of each county based on taxable sales and fare revenue.

Operating Expenses

Lines 10 thru 69 are the projected expenses for the MBTA. The following are key assumptions and components used in the budgeting process for developing these numbers as well as highlights for key cost drivers. The 1.9% COLA is based on the increase cost of consumables as noted in the Consumer Pricing Index.

Administration expenses are anticipated to decrease by 5.96% when compared to FY20/21

- Line 10-11; one point nine (1.9%) COLA
- Line 12; one point nine (1.9%) COLA plus the programmed 5% merit steps
- Line 13; one point nine (1.9%) COLA
- Line 15; increase in Payroll Taxes

Maintenance expenses are anticipated to decrease by 2.34% when compared to FY20/21

- Lines 30–33; one point nine percent (1.9%) COLA plus the programmed 5% merit steps. Wages in Utility Worker decrease due to new employee in that position
- Line 34; Payroll Taxes- six point nine percent (6.90%) increase
- Line 39; Parts- one point nine percent (1.9%) CPI increase
- Line 40; Parts- one point nine percent (1.9%) CPI increase
- Line 46; Facility Supplies- twenty percent (20%) increase due to increased costs of personal protective equipment and cleaning supplies
- Line 48; Shelter Maintenance- one point nine percent (1.9%) CPI increase

Operations expense are scheduled to increase ten-point two nine percent (10.29%) when compared to FY20/21

- Line 51- 54; Operations Wages- one point nine percent (1.9%) COLA plus the programmed 5% merit steps
- Line 56; Health and Welfare- seventy-six point eight-five percent (76.85%) increase due to the prefunding of California Employers Retiree Benefit Trust (CERBT)
- Line 57; Retirement- five point seventy-two percent (5.72%) increase due to the prefunding of California Employers Pension Prefunding Trust (CEPPT)
- Line 59; Workers Comp- thirty-four percent increase (34%), due to hard market rates
- Line 64; Tel/Cell/Internet/Fax Etc.- four-point two percent (4.20%) increase
- Line 65; Radio Expense- ten percent increase (10%)
- Line 68; Insurance— Early estimate amount expects a three percent (3%) increase, final amount will be reflected in final draft at May's Meeting.

** Inflation and COLA amount is based Riverside-San Bernardino-Ontario CPI "All Items" for 12/2019 to 12/2020.*

Capital Budget

The FY 2021/22 Capital budget is included in lines 73-81 which total \$957,446. This includes the following:

STAF (\$257,104) Operations Support equipment, Cashless Fare System (Token Transit), Revenue Vehicle Replacements and Bus Stop Improvements

LCTOP – (\$86,421) Partial funding for Zero Emission Pilot Vehicle

ARTICLE 3- (\$30,621) Bus Stop Improvements

CMAQ – (\$175,575) Revenue Vehicle Replacements

LTF – (\$280,000) MBTA Reserves

SGR – (\$127,115); Lines 73,74,76 and 77; for Engine Overhauls, Shop Equipment, Facility Repairs Shop Vehicle Replacement. Additional funding from competitive grants will continue to be sought after and will be added to budget as agency is awarded during the fiscal year.

TREP Budget

TREP represented in lines 83-86; this program is funded by a 5310 Caltrans grant to administer the program. This is a volunteer driver mileage reimbursement program and is designed to “help fill the transportation gaps that exist in the Basin, helping people in inaccessible parts of MBTA’s service area to get to town for lifeline services”. Revenue- \$117,668 / Expenses- \$117,668

Procurement Budget

Lines 88-90 represents the MBTA’s Bus Procurement Program’s revenues and expenditures.

MBTA’s Procurement Program is an arrangement with the California Association for Coordinated Transportation (CalACT) wherein access to MBTA’s vehicle contracts and bus specifications is granted to the association’s membership for a procurement fee shared equally between the agency and CalACT. In the absence of a state contract for buses, the majority of transit agencies in the state were using the MBTA bus bid to purchase their vehicles. This year we are conservatively projecting \$275,000 in additional income from the program.

Staff requests that the following activities receive continued funding from the procurement project.

- Allocation of \$50,000 to the Transit Assistance Grant (TAG) program approved by the board. The TAG program is designed to assist local agencies and non-profits in the Basin with implementation of transportation programs that improve access to or augment MBTA services. Groups that were funded last year included operations support to Reach Out Morongo Basin, the Morongo Basin Healthcare District, Unity Home, Family Assistance Program and Morongo Basin ARCH
- \$135,000 to be set aside to cover any expenses that may be occurred for the administration of the procurement program including the Procurement Director’s wages.

As in the past, staff advises that this revenue source is dependent on environmental factors not under the control of MBTA and the availability of current personnel.

Taxi Budget

Line 92-93; Continue Revenue and Administrative expenses for Taxi Regulatory activities. Decrease in revenue due to fewer cab and companies in operation. Revenue: \$7,080 & Expenses: \$11,346. MBTA has a reserve from revenue generated in previous years.

Conclusion

Staff presents to you a fully supported budget that projects five-point two four percent (5.24%) increase from FY20/21 approved budget.

Reference Materials:

- Exhibit A- Proposed Budgets
- 2021/22 Taxi Budget

STAFF RECOMMENDATION: REVIEW, DISCUSS AND PROVIDE DIRECTION TO STAFF (NO ACTION)

ITEM 8.5

San Bernardino County Transportation Commission
FY 2021/2022 Transit System Claim Form
Summary Claim
Local Transportation Fund and State Transit Assistance Fund

Claimant: Morongo Basin Transit Authority
Address: 62405 Verbena Road
Joshua Tree, CA 92252
Contact Person: Mark Goodale, General Manager **Phone No:** 760-366-2986
 (Name and Title)

I verify that the information on the Claim Form is true and accurate to the best of my knowledge.

Signed: _____ **Date:** 5/27/2021
 (Director of Finance)

<u>Purpose</u>	<u>Amount</u>
(X) Article 4 Public Transit Service (PUC 99260a)	\$ 3,834,010
() Article 4 Rail Passenger Service (PUC 99260.6)	\$ -
() Article 6.5 STA for Operating Purposes (PUC 99314.6)	\$ -
(X) Article 6.5 STA for Capital Purposes (PUC 99313.3)	\$ 257,104
() Article 8 Contract Transit Service (PUC 99400c)	\$ -

<u>Requested Claim Amount:</u>	<u>Amount</u>
LTF Operations	\$ 3,834,010
LTF Capital	\$ -
Total LTF:	\$ 3,834,010

STA 99313 Population Share for Capital Purposes	\$ 207,547
STA 99313 Population Share for Operations (must pass efficiency standard)	\$ -
STA 99314 Operator Share for Capital Purposes	\$ 49,557
STA 99314 Operator Share for Operations (must pass efficiency standard)	\$ -
Total STA:	\$ 257,104

GRAND TOTAL	\$ 4,091,114
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San Bernardino County Transportation Commission
FY 2021/2022 Transit System Claim
Apportionment Area(s)

Claimant: Morongo Basin Transit Authority

Apportionment Area/Jurisdictions	Total LTF	LTF Operations	LTF Capital
Article 4 County of San Bernar	\$ 1,264,196	\$ 1,264,196	
Article 4 Town of Yucca Valley	\$ 1,109,690	\$ 1,109,690	
Article 4 City of Twentynine Pa	\$ 1,460,124	\$ 1,460,124	
	\$ -		
	\$ -		
Total	\$ 3,834,010	\$ 3,834,010	\$ -

STA Share	Total STA	STA Operations	STA Capital
99313 Population Share	\$ 207,547	\$ -	\$ 207,547
99314 Operator Share	\$ 49,557	\$ -	\$ 49,557
Total	\$ 257,104	\$ -	\$ 257,104

Total TDA Funding	Total Operations	Total Capital
\$ 4,091,114	\$ 3,834,010	\$ 257,104

San Bernardino County Transportation Commission

FY 2021/2022 Transit System Claim

Capital Project Detail

Ongoing Capital Projects

(please include project information from prior years and remaining balances)

Fiscal Year	Allocation No	Project Title	STA Balance	LTF Balance	Remaining Balance
2013/2014	14-01-MBT-B	Landscape & Lighting Enhancements	\$ 1,223		\$ 1,223
		FY 2014 Grand Total:	\$ 1,223	\$ -	\$ 1,223
2014/2015	15-15-MBT-B	Add'l Bus Stop Improvements	152,238		\$ 152,238
2014/2015	S-1503-21	REI Equipment		760	\$ 760
		FY 2015 Grand Total:	\$ 152,238	\$ 760	\$ 152,998
2015/2016	16-01-MBT-B	JT Facility Upgrade	356	1,265	\$ 1,621
		FY 2016 Grand Total:	\$ 356	\$ 1,265	\$ 1,621
2016/2017	17-02-MBT-B	Dispatch & Maint Office Equipment	2,666		\$ 2,666
2016/2017	17-02-MBT-B	5 Vehicle Replacements	1,809		\$ 1,809
2016/2017	17-02-MBT-B	AVL/GPS Equipment	6,000		\$ 6,000
2016/2017	S17-MBT-B	JT Facility Upgrade	1,994		\$ 1,994
		FY 2017 Grand Total:	\$ 12,469	\$ -	\$ 12,469
2017/2018	S18-MBT-01B	Dispatch & Maint Office Equipment	8,492		\$ 8,492
2017/2018	L18-MBT-17	Engine Overhauls		56,250	\$ 56,250
2017/2018	L18-MBT-17	Twenty-nine Palms Land		83,293	\$ 83,293
2017/2018	L18-MBT-17	Twenty-nine Palms CNG Station		130,000	\$ 130,000
2017/2018	L18-MBT-17	Video Surveillance		20,000	\$ 20,000
2017/2018	L18-MBT-17	Bus Stop Improvements			\$ -
		FY 2018 Grand Total:	\$ 8,492	\$ 289,543	\$ 298,035
Fiscal Year	Allocation No	Project Title	STA Balance	LTF Balance	Remaining Balance
2018/2019	S19-MBTA-01-B	Dispatch & Maint Office Equipment	10,000		\$ 10,000
2018/2019	S19-MBTA-01-B	Engine Overhauls	20,970		\$ 20,970
2018/2019	S19-MBTA-01-B	AVL/GPS Equipment	85,000		\$ 85,000
2018/2019	S19-MBTA-01-B	Bus Stop Improvements	70,000		\$ 70,000
2018/2019	S19-MBTA-01-B	Short Range Transit Plan	19,230		\$ 19,230
2018/2019	S19-MBTA-01-B	Cost & Revenue Allocation Study	2,519		\$ 2,519

San Bernardino County Transportation Commission

FY 2021/2022 Transit System Claim

Capital Project Detail

2018/2019	S19-MBTA-01-B	1 Class E (5339 Match)	68,368	\$	68,368
		FY 2019 Grand Total:	\$ 276,087	\$ -	\$ 276,087

Fiscal Year	Allocation No	Project Title	STA Amount Requested	LTF Amount Requested	Project Total
2019/2020	S20-MBT-03-B	Dispatch & Maint Office Equipment	10,000		\$ 10,000
2019/2020	S20-MBT-03-B	Engine Overhalls	25,000		\$ 25,000
2019/2020	S20-MBT-03-B	Shop Equipment	1,073		\$ 1,073
2019/2020	S20-MBT-03-B	Bus Wash System	67,950		\$ 67,950
2019/2020	S20-MBT-03-B	Staff Vehicle Replacements	187		\$ 187
		FY 2020 Grand Total:	\$ 104,210	\$ -	\$ 104,210

Fiscal Year	Allocation No	Project Title	STA Amount Requested	LTF Amount Requested	Project Total
2020/2021	S21-MBT-03-B	Dispatch & Maint Office Equipment	10,000		\$ 10,000
2020/2021	S21-MBT-03-B	Fare Media Structure	50,000		\$ 50,000
2020/2021	S21-MBT-03-B	Bus Wash System	7,500		\$ 7,500
		FY 2021 Grand Total:	\$ 67,500	\$ -	\$ 67,500

Total Ongoing Capital Project Funding \$ 622,575.00 \$ 291,568.00 \$ 914,143.00

New Capital Project Detail

(please indicate funding that is being requested for projects in FY 2021/2022)

Fiscal Year	Allocation No	Project Title	STA Amount Requested	LTF Amount Requested	Project Total
2021/2022	To Be Determined	Operations Support Equipment	25,000		\$ 25,000
2021/2022	To Be Determined	Cashless Fare System (Token Transit)	103,200		\$ 103,200
2021/2022	To Be Determined	Vehicle Replacements	111,501		\$ 111,501
2021/2022	To Be Determined	Bus Stop Improvements	17,403		\$ 17,403
		FY 2021 Grand Total:	\$ 257,104	\$ -	\$ 257,104

Grand Total Capital Funding \$ 879,679.00 \$ 291,568.00 \$ 1,171,247.00

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: March 19, 2021

RE: CMAQ Grant Request

This grant is to apply for CMAQ funding to replace vehicles 755 and 756 with two (2) class H Vehicles as stated in our SBCTA approved Short Range Transit Plan.

**STAFF RECOMMENDATION: CONDUCT PUBLIC HEARING AND APPROVE
CMAQ GRANT REQUEST IN THE AMOUNT OF \$1,073,662 TO PURCHASE
TWO (2) REPLACEMENT VEHICLES**



MORONGO BASIN TRANSIT AUTHORITY

Local Assistance Procedures Manual

Exhibit 3-J Request for Transfer of Federal Funds to the FTA

EXHIBIT 3-J REQUEST FOR TRANSFER OF FEDERAL FUNDS TO THE FEDERAL TRANSIT ADMINISTRATION (FTA) *[Place this form on Local Agency Letterhead]*

To: Alberto Vergel de dios Date: 05/12/2021
District Local Assistance Engineer FTIP/FSTIP ID(s): 20130601
CALTRANS, Office of Local Assistance Federal Project Number:
464 West Fourth Street 6th Floor, M760 Project Description(s): (2) Class H Vehicles
San Bernardino, CA 92401-1400

Dear

We have received notification of pending grant application approval for this public transit project and request that you transfer these federal funds to the Federal Transit Administration for project administration. The amount(s) requested do not exceed the funds provided to this agency in the current approved Federal Statewide Transportation Improvement Program (FSTIP).

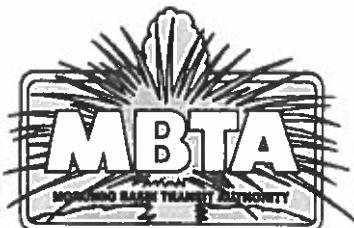
Request for FTA Transfer Documentation

Attached is information/documentation in support of this request to transfer federal funds to the FTA: Pending FTA

- Grant Number: 1622-2021-7
- Copy of Approved FSTIP pages
- Copy of Grant Application (Section 5307 projects only)
- Copy of Caltrans Notification Letter (Section 5311 & 5310 projects only)
- Please transfer the following federal funds to the FTA:

<u>Fund Type</u>	<u>Programmed FSTIP Funds</u>	<u>Fiscal Year Programmed</u>	<u>Federal Funds To be transferred</u>
CMAQ	1,073,662	2021	1,073,662
Total			1,073,662

I understand that the invoices for payment of federal funds will be processed by FTA (Section 5307), or Caltrans (Sections 5311 and 5310—refer to *Division of Mass Transportation*, Section 5311 "Handbook and Guide," for invoicing procedures and format)



MORONGO BASIN TRANSIT AUTHORITY

Local Assistance Procedures Manual

Exhibit 3-J Request for Transfer of Federal Funds to the FTA

Prior to payment of State Transportation Improvement Program (STIP) match funds: 1) California Transportation Commission (CTC) must allocate the funds, 2) Master Administering Agency-State Agreement for State Funded Projects and project specific Program Supplement Agreement (PSA) must be executed, 3) Applicant Agency must prepare and sign a project specific Finance Letter, and 4) Applicant Agency must submit evidence that payment of federal funds has been invoiced/received. Invoice procedures and format must adhere to Chapter 5, "Accounting/Invoices," of *Local Assistance Procedures Manual* (LAPM) (available at <http://www.dot.ca.gov/hq/LocalPrograms/>). * Please note that STIP match funds may ONLY be used for purposes eligible under Article XIX of the California State Constitution.

Check which of following applies:

- This project does not qualify for STIP match funds.
- This project is programmed to receive STIP match funds. I have attached the completed:
 - 1) Request for STIP Fund Allocation
 - 2) Funding Allocation Checklist, and
 - 3) Finance Letter
- A request for allocation of STIP match funds will be made at a future date as permitted by Government Code Section 14529.17

Toll Credit Usage

- This project will use Toll Credit. It is fully funded.
- This project will NOT use Toll Credit.

CERTIFICATION

I certify that the facts and statements in this "Request for Transfer of Federal to the Federal Transit Administration" are accurate and correct. Following the transfer of funds to the FTA, this agency agrees to comply with the applicable terms and conditions set forth in Title 49, USC, Chapter 53 "Mass Transportation" and the policies and procedures promulgated the FTA relative to the above-designated project.

Signature of Local Agency Representative

Mark Goodale

Print Name

General Manager

Title

Morongo Basin Transit Authority

Agency

MORONGO BASIN TRANSIT AUTHORITY

TO: MBTA Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 17, 2021
RE: Revisions to Employee Handbook

With counsel's assistance, staff has made a revision and is introducing a new section per the changes the State of California has implemented regarding the California Family Rights Act. In addition to this new section, staff modified the language on page 37 to closer reflect current internal practices.

Revisions:

1. Page 33: Removed vacation restrictions to conform with past precedence.

MBTA wishes to encourage the taking of vacation time off for the well-being of its employees. Vacation ~~pay-for such use may not be used a few hours at a time in any pay period, but must should~~ be scheduled at least one week in advance ~~in 2-day-increments with your supervisor~~. Your supervisor will grant vacation leave provided it does not create a hardship for MBTA. ~~You are permitted 3 of these 2-day increments, and then you are required to take the remaining vacation in increments at least one week long, but may be taken all at one time.~~

2. Page 37: California Family Rights Act section was added.

A copy of the handbook was attached with the packet to each board member.

STAFF RECOMMENDATION: APPROVE 2021 EMPLOYEE HANDBOOK REVISIONS

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Joe Meer, Procurement Director
DATE: March 19, 2021

RE: Procurement PowerPoint Update

PowerPoint presentation by staff.

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 8.5

MBTA ACRONYM LIST

CALACT	California Association for Coordinated Transportation
CALPERS	California Public Employees Retirement System
CALTIP	California Transit Insurance Pool
CALTRANS	California Department of Transportation'
CMAQ	Congestion Mitigation and Air Quality
CNG	Compressed Natural Gas
CTA	California Transit Association
DOT	Department of Transportation
FTA	Federal Transit Administration
LAIF	Local Agency Investment Fund
LCTOP	Low Carbon Transit Operations Program
LTF	Local Transportation Funding
MBTA	Morongo Basin Transit Authority
PTIMSEA	Passenger Transportation Improvement Modernization & Service Acct.
SBCTA	San Bernardino County Transportation Authority (SANBAG)
SGR	State of Good Repair
SRTP	Short Range Transit Plan
STA	State Transit Assistance
STIP	State Transportation Improvement Program
TAG	Transportation Assistance Grant Program
TREP	Transportation Reimbursement Escort Program
TSSDRA	Transit System Safety and Disaster Response Account
5309	Federal Transit Administration Capital Projects Grant Program
5310	Federal Transit Administration Grant Program for Elderly and Disabled
5311	Federal Transit Administration Rural Grant Program
5311f	Federal Transit Administration Intercity Bus Grant Program
5316	Job Access and Reverse Commute Grant Program
5339	Rural Discretionary Grant Program

MBTA ROUTES

ROUTE 1	Highway Route Yucca Valley-Twentynine Palms
ROUTE 3A	Twentynine Palms-Base
ROUTE 3B	Twentynine Palms-Neighborhood
ROUTE 7A	North Yucca Valley
ROUTE 7B	South Yucca Valley
ROUTE 12	Palm Springs
ROUTE 15	Palm Springs Weekend
ROUTE 21	Landers
ROUTE 30 & 31	Yucca Valley Ready Ride
ROUTE 34	Twentynine Palms Ready Ride
ROUTE 36	Morongo Valley
ROUTE 50	Joshua Tree Ready Ride
ROUTE 1X	Highway Route Sunday Service